



## Community Development Department

### RENAISSANCE ZONE AUTHORITY MEETING AGENDA November 9, 2017

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David J. Blackstead Meeting Room      4:00 p.m.      City-County Office Building

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Item No.

Page No.

### MINUTES

1. Consider approval of the minutes of the October 12, 2017 meeting of the Renaissance Zone Authority.

### REGULAR AGENDA

*Requests for Renaissance Zone and/or Downtown Design Review approval*

2. **The Patterson Building | 420 East Main Avenue**
  - PUBLIC HEARING: Renaissance Zone Project | RZ2017-018 .....14  
*Staff recommendation: Approve*      ☐ approve      ☐ continue      ☐ table      ☐ deny
  - Downtown Design Review | DDR2017-021 .....14  
*Staff recommendation: Table*      ☐ approve      ☐ continue      ☐ table      ☐ deny
3. **The Barber's Wife | 401 East Broadway Avenue**
  - PUBLIC HEARING: Renaissance Zone Project | RZ2017-019 .....30  
*Staff recommendation: Approve*      ☐ approve      ☐ continue      ☐ table      ☐ deny

### OTHER BUSINESS

4. **Review of Public Hearing Procedure and Protocol and Bylaws .....34**
5. **Review Amendments to Development Plan Requirements (Structural Assessments and Minimum Investments) .....40**
6. **Staff Report on Longstanding Open Projects**



**7. Update from Downtowners Association**

**ADJOURNMENT**

**8. Adjourn.** The next regular meeting date is scheduled for **December 14, 2017.**

Enclosures:     *Renaissance Zone Project Status Spreadsheet*

**BISMARCK RENAISSANCE ZONE AUTHORITY  
MEETING MINUTES  
OCTOBER 12, 2017**

The Bismarck Renaissance Zone Authority met on October 12, 2017 in the David J. Blackstead Meeting Room in the City-County Office Building at 221 North 5<sup>th</sup> Street. Chairman Walth presided.

Authority members present were Jim Christianson, Joe Fink, Chuck Huber, George Keiser, and Chairman Curt Walth.

Authority member Josh Askvig joined via conference call.

Authority member Todd Van Orman was absent.

Technical Advisors Steph Smith and Bruce Whittey were present.

Staff members present were Sandra Bogaczyk (Office Assistant), Will Hutchings (Planner), Brenda Johnson (Senior Real Property Appraiser), Daniel Nairn (Planner), Jason Tomanek (Assistant City Administrator) and Charlie Whitman (City Attorney).

Guests present were Kathleen Jones (Burleigh County Commissioner), Kate Herzog and Madison Cermak (Bismarck Business Association, aka The Downtowners), Scott Bina (Mann Signs), Nathan Schneider (Bismarck-Mandan Development Association), Rolf Eggers (Property Owner), Danita Silbernagel (Boutique 23), Tim Miller (Missouri River Contracting), Cole Johnson (EAPC), Doug Ness (701 Roots, LLC) and Sheldon Smith (SRSSM Partnership).

**CALL TO ORDER**

Chairman Walth called the meeting to order at 4:00 p.m.

**MINUTES**

The minutes of the September 14, 2017 meeting were distributed with the agenda packet.

**MOTION:** A motion was made by Mr. Fink and seconded by Mr. Christianson to approve the minutes of the September 14, 2017 meeting. The motion passed unanimously with members Askvig, Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

**RENAISSANCE ZONE PROJECT APPLICATION– 112 NORTH 4<sup>TH</sup> STREET  
FORMER MATHISON’S BUILDING – PURCHASE WITH IMPROVEMENTS**

Mr. Nairn stated that Rolf Eggers is requesting designation of a Purchase with Improvements Renaissance Zone project at 112 North 4<sup>th</sup> Street. The property, which is the former site for the

Mathison's printing company, is currently owned by TIC Investments. The applicant is proposing to purchase and rehabilitate the building and seek a new retail or restaurant tenant. Proposed improvements include renovating the existing storefront, repairing the existing south stucco wall and renovating the interior space per tenant need. The modification involves removing existing metal panels, signage, a metal awning and brick infill of the original clerestory window.

Mr. Johnson stated that brick is to be cleaned to remove paint, a new metal awning/canopy is to be added, a new clerestory window is to be installed and a new storefront window installed to replace the existing. Water damage to the south and west stucco walls are to be repaired and stucco reapplied, while the sources of the water infiltration are to be addressed. Existing framing and ceilings are to be removed, showcasing the original open wood trusses and high ceiling. Mr. Johnson continued stating that a steel beam was installed in the transom area at some time to support bricks that were infilled above the glass entrance façade during early renovations. The non-original bricks will be removed and replaced with transom windows, but the steel beam will remain. This beam is to be dressed with an aluminum band to match the proposed new storefront and transom windows. Both the new storefront and transom windows are to be in character with recent renovations in downtown, and lighting will be added.

Mr. Nairn stated that staff finds that the proposed exterior rehabilitation plan is sufficient to eliminate any and all deteriorated conditions visible on the exterior of the building. Although the building was constructed in 1898, it is not listed as a contributing structure to the Downtown Historic District because of the extensive exterior alterations that had been made by the time the Downtown Historic District study was conducted. The proposed improvements would return historically appropriate characteristics of the building.

Mr. Nairn presented information on the project indicating that, in order to qualify for a 100% property tax exemption, at least 50% of the assessed building value must be invested in the improvements. The 2016 assessed building value is \$220,000, so a total investment of \$110,000 is required. The Development Plan does not include any required investment per square footage. Furthermore, a Purchase with Improvements project must be tentatively approved by the State prior to the transfer of the property. The applicant intends to finalize the purchase and begin rehabilitation work in November, although the exterior cladding on the front façade has already been removed.

Chairman Walth expressed concern that the project's stated investment comes close to the required investment. Mr. Johnson stated that once a tenant is secured that the minimum investment will easily be met, but those final costs are unknown at this time. Mr. Johnson stated that the brick will be restored, the original clerestory window will be rehabilitated and steel posts will be placed where the mullions will be added. Lighting will be added to the exterior. Mr. Fink stated that the onus is on the property owner to make the investment or the Renaissance Zone project will not be completed.

Mr. Nairn stated that a building exterior condition and roof assessment has been documented. Based on the findings contained in the staff report, Mr. Nairn stated that staff recommends approval of the designation of the Purchase with Improvements Renaissance Zone project for the

building at 112 North 4th Street for a five-year 100% exemption of property tax and state income tax derived from the property, on the condition that any delinquent property taxes are paid prior to finalization of the project.

Chairman Walth opened the public hearing.

There being no comments, Chairman Walth closed the public hearing.

Mr. Keiser voiced concern about back-taxes associated with the property. Mr. Nairn stated that the Burleigh County Auditor has confirmed that there are delinquent property taxes on this property and stated that all past taxes must be paid in full prior to transfer of the property.

Mr. Eggers stated that the property was going to be sold at a tax sale he paid one year of taxes to keep the property from being sold. He also stated that the back-taxes will be paid by the seller. The closing date is delayed by some complications in the title work, Mr. Eggers stated. Mr. Eggers expects to close as soon as the title work is completed and he secures Renaissance Zone designation.

Ms. Smith voiced concern about the stucco on the side of the building and Mr. Johnson stated that it will be repaired and the drive-up windows will be removed and replaced with windows.

Mr. Whittey asked if the cost analysis included HVAC. Mr. Johnson stated that he has only seen an expense list for building costs but stated that any such interior improvements will be associated with tenant-occupation, but also stated that the exterior costs themselves come very close to the required dollar amount of investment.

Chairman Walth asked if a structural report for the entire building is available. Mr. Johnson stated that a structural engineer was consulted, but a full building structural report has not been made, although one will be produced.

**MOTION:** A motion was made by Mr. Christianson and seconded by Mr. Keiser to recommend approval of the designation of the Purchase with Improvements for the building at 112 North 4th Street as a Renaissance Zone project, a 100% property tax exemption on the building and improvements for five years beginning with the date improvements are complete, an exemption from state tax on income derived from the business/investment location for five years beginning with the date rehabilitation is complete, and with the condition that a structural report for the building is provided prior to completion of the project. The motion passed unanimously with members Askvig, Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

## **DOWNTOWN DESIGN REVIEW – 112 NORTH 4<sup>TH</sup> STREET FORMER MATHISON’S BUILDING – FAÇADE IMPROVEMENTS**

Mr. Hutchings gave an overview of the staff report. Based on the findings contained in the staff report, Mr. Hutchings stated that staff recommends approval of the proposed design for the

former Mathison's Building at 112 North 4<sup>th</sup> Street, as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design, including a final sign design, must be reconsidered by the Downtown Design Review Committee prior to implementation.

Mr. Keiser asked if there were any landscaping requirements. Mr. Whittey stated that in this case there are not.

**MOTION:** A motion was made by Mr. Christianson and seconded by Mr. Keiser to approve the proposed design for the building at 112 North 4<sup>th</sup> Street as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design, including a final sign design, must be considered by the Renaissance Zone Authority, acting as the Downtown Design Review Committee, prior to implementation. The motion passed unanimously with members Askvig, Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

### **RENAISSANCE ZONE PROJECT APPLICATION – 201 WEST MAIN AVENUE BOUTIQUE 23 – LEASE AND REHABILITATION**

Mr. Nairn gave an overview of the staff report. Rod Jacobs, the owner of Boutique 23, requested designation of the lease of space within the building at 201 West Main Avenue as a Renaissance Zone Project. The property is owned by 701 Roots, LLC. Mr. Jacob is proposing to lease 4,000 square feet of space for use as a clothing store. The space is within a building previously approved as a Renaissance Zone Rehabilitation project, and construction work is underway for this previous project. Boutique 23 already has a store in Linton, ND and this project would be an expansion into downtown Bismarck.

Based on the findings contained in the staff report, Mr. Nairn stated that staff recommended approval of the designation of the lease of space for Boutique 23 within the building at 201 West Main Avenue as a Renaissance Zone Lease project for a tax exemption on income derived from the business location for five years beginning with the date of completion.

Mr. Nairn stated that the Renaissance Zone Development Plan does not require any investment for leases within a previously approved Renaissance Zone project. However, this is a unique situation because of the approved scope of the underlying rehabilitation project. The level of investment proposed for just the lease space does not meet the minimum requirement of \$30 per square foot. However, if the building is considered as a whole, the level of investment made on the whole building of \$650,000 does meet the \$40 per square foot minimum threshold for a rehabilitation project.

The approved Rehabilitation project only included the western portion of the building, with a 39% property tax exemption, with the option to increase the percentage if the project would be expanded. The property owner requests an expansion of this rehabilitation project in conjunction with the request for a lease.

The total project cost estimate for the portion of the building to be leased to Boutique 23 is approximately \$50,000. This includes asbestos abatement, moving interior walls, upgrades to the heating and electrical systems, and ceiling improvements. The tenant has completed a structural assessment which revealed the need for improvements, such as a near header, that are included in the scope of work for the project.

The space in between the two uses will remain vacant until a potential future use is identified. However, the replacement of the front façade of this space is included in the original rehabilitation project. Because this space is being rehabilitated to some degree, and the applicant meets the minimum investment thresholds for the entire building, including this space, staff recommends including this space in the previously approved project with an increased property tax exemption.

Based on the findings contained in the staff report, Mr. Nairn stated that staff recommended expanding the scope of the rehabilitation project for 701 Roots, LLC to allow a 100% property tax exemption on the property of 201 West Main Avenue, on the condition that all exterior blemishes on the building are remediated.

Chairman Walth opened the public hearing.

There being no further comments, Chairman Walth closed the public hearing.

Mr. Keiser, Chair Walth and Mr. Huber stated their concerns about the condition of the transom windows and a fair amount of holes in the façade requiring tuck-pointing. Mr. Ness stated that he wanted to make those improvements and stated that the existing windows below the transom window spaces are less than 10 years old and in good shape. Mr. Keiser stated that the Authority strongly encourages investment and wants to see a better look to the façade. Mr. Keiser stated that he would have a difficult time voting to approve the project without improving the look of the façade with attention made to the transom windows.

Chairman Walth asked if there was a structural engineer report for the entire building and roof. Mr. Ness confirmed that there was one and that this report could be supplied to staff.

Chairman Walth asked if there were any plans for the unused space between the two current leased spaces. Mr. Ness stated that he is currently meeting with potential leasees and the back of the building facing the railroad has been painted.

Mr. Fink asked if there were any plans to split the parcel. Mr. Ness stated that he had considered it, but decided not to split the parcel.

Mr. Nairn explained that Authority members could choose to approve this request for 100% property tax exemption, as recommended by staff, or an amount based on the two of three spaces currently to be leased. Once a third lease is determined Authority members could choose to increase the benefit to 100% at that time.

Mr. Keiser stated that he would like that the motion require a presentation of the plan for the transom windows be made to Downtown Design Review.

**MOTION:** A motion was made by Mr. Christianson and seconded by Mr. Fink to recommend approval of the designation of the lease of space for Boutique 23 within the building at 201 West Main Avenue as a Renaissance Zone lease project for a tax exemption on income derived from the business location for five years beginning with the date of completion, with the conditions that the transom lights, signage, and all exterior blemishes on the building are addressed as part of the Downtown Design Review approval and a structural report of the building is provided prior to completion of the project. The motion passed unanimously with members Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

**MOTION:** A motion was made by Mr. Christianson and seconded by Mr. Fink to recommend approval to expand the scope of the previously approved rehabilitation Renaissance Zone project for the building at 201 West Main Avenue for 701 Roots, LLC as a 100% property tax exemption on the building and improvements for five years beginning with the date rehabilitation is complete, and with the conditions that the transom lights, signage, and all exterior blemishes on the building are addressed as part of the Downtown Design Review approval, and a structural report of the building is provided prior to completion of the project. The motion passed unanimously with members Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

#### **DOWNTOWN DESIGN REVIEW – 212 NORTH 2<sup>ND</sup> STREET SRSSM PARTNERSHIP – EXTERIOR RENOVATION**

Mr. Hutchings gave an overview of the staff report. Based on the findings contained in the staff report, Mr. Hutchings stated that staff recommends approval of the proposed design as presented in all submitted documents and materials, with the following conditions:

1. A legal means to allow the construction the of an ADA ramp on the adjoining property must be recorded prior to issuance of a building permit.
2. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Mr. Miller stated that windows are proposed to be installed and discussed the materials to be used on the façade. He emphasized that the EIFS proposed is not a standard one-dimensional material.

Mr. Keiser asked if there was a landscaping requirement. Mr. Hutchings stated that a change of use had not been proposed so no landscaping requirement has been triggered.



Mr. Whitman stated that he has seen and discussed the easement for the construction of the ADA ramp on a portion of the adjacent lot with the Building Official who stated he had no issues with it.

**MOTION:** A motion was made by Mr. Askvig and seconded by Mr. Fink to approve the proposed design as presented in all submitted documents and materials, with the conditions that a legal means to allow the construction the of an ADA ramp on the adjoining property must be recorded prior to issuance of a building permit, and any substantive design changes be approved by the Renaissance Zone Authority, acting as the Downtown Design Review Committee, prior to implementation. The motion passed unanimously with members Askvig, Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

### **DOWNTOWN DESIGN REVIEW – 401 EAST BROADWAY AVENUE THE REJUVENATION PLACE – SIGNAGE**

Mr. Hutchings stated that the Rejuvenation Place requests Downtown Design Review approval for an illuminated sign to be installed on the front façade of 401 East Broadway Avenue located in the DC – Downtown Core zoning district.

Mr. Hutchings stated that the proposed wall sign meets all requirements of the downtown sign ordinance. This business occupies all of the first floor and basement. The maximum allowable sign area for this building 400 square feet. This proposed sign would be first installed on this building and no other signs are proposed for this business. Based on the information provided with the application, the proposed illuminated sign will be 62 inches by 62 inches in overall width and height for a total of 28 square feet. If just the area of the sign is calculated the total square feet is a 13.5 square feet. The reason for the difference is the diamond shape of the sign.

All elements on the sign will be backlit. The main logo on the sign will feature push through lettering and the perimeter of the sign will have a white accent led light to create a soft glow around the edge. The proposed sign would be installed on the northwest corner of the building.

Based on the findings contained in the staff report, Mr. Hutchings stated that staff recommends approval of the proposed design as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Chair Walth was concerned about there being enough room for the other possible leasees in the building. Mr. Hutchings stated that there is room for future signage.

**MOTION:** A motion was made by Mr. Askvig and seconded by Mr. Keiser to approve the proposed design as presented in all submitted documents and materials, with the condition that any substantive design changes be approved by the Renaissance Zone Authority, acting as the Downtown Design Review Committee, prior to

implementation. The motion passed unanimously with members Askvig, Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

## **DOWNTOWN DESIGN REVIEW – 121 NORTH MANDAN STREET PROXIMAL 50 – SIGNAGE**

Mr. Hutchings stated that Proximal 50 is requesting Downtown Design Review approval for two non-illuminated signs to be installed on the façades of 122 North Mandan Street. This business occupies the entire building. The maximum allowable sign area for this building is 407.5 square feet. Based on the information provided with the application, the proposed signs will have a combined size of 85 square feet and the projecting signs will provide 9.5 feet of clear space below the sign to grade. The applicant will be required to obtain an encroachment agreement for the projecting signs to extend into the public right of way. The proposed wall sign and projecting sign are dimensional in nature and will protrude one inch from the base surface of the sign.

Based on the findings in the staff report, Mr. Hutchings stated that staff recommends approval of the proposed design as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

**MOTION:** A motion was made by Mr. Keiser and seconded by Mr. Christianson to approve the proposed design as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Renaissance Zone Authority, acting as the Downtown Design Review Committee, prior to implementation. The motion passed unanimously with members Askvig, Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

## **DOWNTOWN DESIGN REVIEW – 321 WEST BROADWAY AVENUE MAHALIA MEES – AMENDMENTS TO MURAL**

Mr. Nairn stated that the applicant is requesting an amendment to the Downtown Design Review approval for an artistic mural to move the location from 117 North 4<sup>th</sup> Street to the west side of the building at 321 West Broadway Avenue, facing the parking area for the adjoining building.

The artist, Mahalia Mees, has received a grant to create an artistic mural and is also participating in the alley art project between North 5<sup>th</sup> and North 6<sup>th</sup> Streets. The theme of the art would be angel wings. Because the location is a store for children's clothing, the applicant intends to paint a second pair of wings in a child size.

This project was first proposed for the front of the Seeds of Hope building on East Main Avenue during the May 11, 2017 Renaissance Zone Authority meeting. The applicant proposed a new location of 117 North 4<sup>th</sup> Street and was approved on July 13, 2017. The applicant no longer intends to install the mural at the approved location.

The proposed location at 721 West Broadway Avenue clearly meets all conditions of the downtown sign section of Title 4 of the Bismarck Code of Ordinances. A mural was previously painted on this wall, but it was covered up when the previous tenant vacated the location. The owner has submitted a signed letter consenting to the project.

Based on the above findings, Mr. Nairn stated that staff recommends approval of the proposed design as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Mr. Fink asked what are the dimensions of the space the artist plans to use. Ms. Mees stated that there will be a larger and smaller version of the mural so parents and children can pose in front of the mural and they will both be painted within the space from the corner of the building to the ladder which is mounted on the side of the building.

Needing the consent of the adjacent landowner for the project was discussed. Mr. Nairn stated that he contacted the adjoining owner to the west, who owns the parking lot, but the owner of the parking lot did not respond by the time of this meeting. Mr. Nairn emphasized that there is a walkway along the building below the grade of the parking lot so there would be a safe space for people to walk and stand for pictures. It was undetermined who owns the walkway between the building and the parking lot, although Mr. Rolf Eggers stated that he thought Mike Joyce owned the adjacent property but did not know if there was a recorded easement for the walkway between the parking lot and the building proposed for the mural. Mr. Huber was concerned that since the nature of the mural is to have people standing in front of it to have their picture taken that there is a need to procure the approval of the owner of the walkway. Mr. Keiser and Chairman Walth agreed that the Renaissance Zone Authority should discuss amending the ordinance to include adjacent neighbors' input on mural installations, perhaps including site lines. Mr. Nairn reminded Authority members that they could always add a condition of consent to the motion. Mr. Whitman stated that he would be hesitant about starting to tie aesthetics into gaining acceptance from neighbors over the color, for example, of a chosen design and suggested that Authority members state specifically who must approve.

**MOTION:** A motion was made by Mr. Keiser and seconded by Mr. Fink to approve the proposed design as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Renaissance Zone Authority, acting as the Downtown Design Review Committee, prior to implementation and the owner of the adjacent property to the west consents to the project. The motion passed unanimously with members Askvig, Christianson, Fink, Huber, Keiser and Chairman Walth voting in favor.

## **OTHER BUSINESS**

### **DISCUSSION ABOUT HOLDING MEETING IN TOM BAKER MEETING ROOM**

Mr. Nairn stated that staff noticed at last month's meeting there were many people in the hallway who could not participate in the meeting due to the size of the conference room. The Renaissance Zone Authority discussed options to either move to the Tom Baker Conference Room or remain in the David Blackstead conference room and if determined, move meetings to the Tom Baker or Conference Room A on the main floor. Some members did not mind moving while others thought that the intimacy of the meetings would be lost. Chair Walth stated that, since the inception of the Renaissance Zone Authority, that was the only meeting requiring a larger space. Mr. Askvig stated that although he is not opposed to moving to the Tom Baker Room he could only remember one other meeting which required a larger space and he felt that the current space creates a better dialogue for the type of issues which are discussed. Chair Walth agreed with Mr. Askvig and stated that if Authority members are aware of a particularly large attendance they could move the meeting to the Tom Baker room. Mr. Christianson and Mr. Huber stated that the main floor conference room is larger, yet not as formal as the Tom Baker room. Mr. Whitman and Mr. Tomanek stated that the County uses that room quite often but that it could be looked into. Mr. Keiser stated, and Mr. Whitman supported, that a sign would need to be produced to redirect the public meeting on the day of the meeting if it is moved from the scheduled location. Chair Walth asked if Authority members were amenable to that idea and all agreed.

### **REVIEW OF PUBLIC HEARING PROCEDURE AND PROTOCOL AND BYLAWS**

Chairman Walth continued the discussion until next meeting.

### **REVIEW AMENDMENTS TO DEVELOPMENT PLAN REQUIREMENTS (STRUCTURAL ASSESSMENTS AND MINIMUM INVESTMENTS)**

Chairman Walth continued the discussion until next meeting.

### **UPDATE FROM DOWNTOWNERS ASSOCIATION**

Ms. Herzog stated there are two items which may be of interest to Authority members. The Incremental Development Clinic at the Radisson at noon Monday, October 16<sup>th</sup>. The clinic will feature a luncheon and afternoon sessions for stakeholders, as well as a free public session with Jim Kumon with the Incremental Development Alliance, who will address small developers and infill projects and related zoning issues. Authority members and the public can still commit to attend the Incremental Development Clinic through Friday, October 13. He may be back again to perhaps perform a stress test of the City regarding infill projects, along with a small-developers workshop. There will be public officials, private developers, home builders and home realtors present.

Ms. Herzog stated that the Bismarck Downtowners will be attending the North Dakota Downtowners Conference in Fargo on Tuesday, October 17 and 18 where the Lieutenant

Governor will be addressing the Main Street Initiative and an on-line portal for communities throughout North Dakota to use.

## **ADJOURNMENT**

There being no further business, Chairman Walth adjourned the meeting of the Bismarck Renaissance Zone Authority at 5:00 p.m.

Respectfully Submitted,

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Sandra Bogaczyk  
Recording Secretary

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Curt Walth  
Chairman



# STAFF REPORT

City of Bismarck  
Community Development Department  
Planning Division

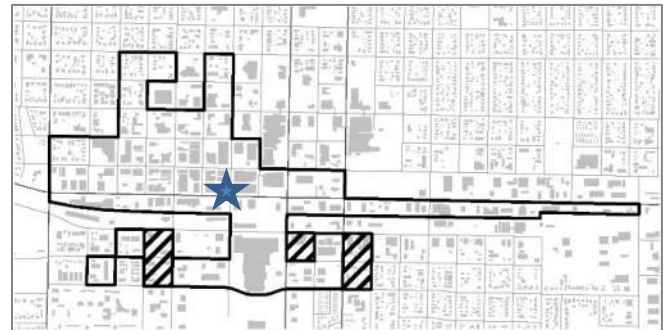
Agenda Item # 2  
November 9, 2017

**Application for: Renaissance Zone  
Downtown Design Review**

TRAKiT Project ID: RZ2017-018  
DDR2017-021

## Project Summary

Title:	The Patterson Building
Project Type:	Purchase with Improvements
Status:	Renaissance Zone Authority
Applicant(s)	Schuett Development, LLC
Owner(s):	McKenzie Hotel Associates
Project Description:	



Street Address:	420 East Main Avenue
Legal Description:	Lots 7-10 and part of a vacated alley, Block 48, Original Plat.
RZ Block #	20

## Project Information

Parcel Size (square feet):	15,682	Building Floor Area (square feet):	106,869	Certificate of Good Standing:	Pending
Assessed Building Value:	\$5,509,100	Proposed Investment:	\$7,182,725	Estimated Value with Investment:	\$7,275,000 (limited by use)
Estimated 2016 Property Taxes:	\$57,638	Estimated Property Tax Benefit:	\$250,000	Estimated Income Tax Benefit:	\$20,000



The Patterson Building at 420 East Main Avenue

## Staff Analysis

### Renaissance Zone Project

The applicant, Schuett Development, LLC, is requesting approval of a Purchase with Improvements Renaissance Zone project for 420 East Main Avenue, known as the Patterson building.

The applicant intends to purchase the building and complete a comprehensive rehabilitation of the residential areas of the building, with the intent to continue the use as affordable housing with assistance from the federal Housing and Urban Development (HUD) agency. A more detailed project description has

(continued)

been submitted by the applicant, and is attached to this report.

Program guidelines require any Purchase with Improvements project to invest at least 50% of the assessed building value in qualified capital improvements. At the current 2017 building assessment, this minimum threshold is \$2,754,500. The applicant's proposed investment of \$7,182,725 exceeds the required amount.

The applicant has provided a detailed break-down of project costs. With a few small exceptions, the reported costs included within the project would be considered qualified capital improvements.

The rehabilitation includes:

- New upper roof covering
- Repairs to lower roof
- Repairs to exterior (more details below)
- New windows throughout (more details below)
- Remodel of corridors and common areas, including ceilings, carpeting, and wall painting.
- Remodels of residential units
- Replacement of HVAC systems, including cooling tower, boiler, and unit heat pumps.
- Addition of a rooftop deck

Staff believes the extent of the improvements proposed are sufficient to eliminate all signs of blight on the building.

The applicant intends to close on the purchase early in 2018. Tentative approval from the State must be secured prior to finalization of the sale. The estimated completion date for the improvements to the building is December of 2018.

#### *Downtown Design Review*

The proposed project includes improvements to both the interior and exterior of the building. The improvements to the exterior require Downtown Design Review approval, irrespective of participation in the Renaissance Zone program.

According to information provided by the applicant the proposed project will include several exterior modifications including:

- Brick Tuck Pointing and Replacement
- Repairs to the Stone Fascia
- Stucco Repairs
- Replacement Awnings
- Repairs to the Tin Fascia
- Repairs to Stone Coping
- New Historically Correct Windows Throughout
- New Historically Correct Store-Front Windows

The Patterson Building was constructed in 1910 as the McKenzie Hotel by Edward G. Patterson for whom the building is now named. It is listed as a Contributing structure to the Downtown Historic District and is recognized for its Chicago School architecture style. The building originally started as a seven-story hotel and through a series of additions throughout the twentieth century, eventually enlarged to a ten-story building. A major remodel in 1982 was completed when the building was converted to affordable housing.



The building is a well-known landmark for downtown Bismarck.

Peacock Alley, a restaurant, occupies a major portion of the ground floor at the corner of East Main Avenue and North 5<sup>th</sup> Street. In addition to the restaurant the ground floor contains a lobby and gathering space for the apartments on East Main Avenue and retail spaces on North 5<sup>th</sup> Street.

(continued)

The applicant has indicated that they wish to pursue Historic Preservation Tax Credits but has not formally started that process at this time. This process is administered through North Dakota State Historical Society. As such, the improvements would be held to the standards of the Department of Interior for historically significant buildings.

Although the scope of work proposed is extensive, the material provided by the applicant does not provide staff enough information to provide a recommendation for the Renaissance Zone Authority to ensure conformance with the Downtown Design Guidelines. In addition, additional requirements may be necessary to ensure this project is accepted for Historic Preservation Tax Credits. For these reasons, staff is recommending the Downtown Design Review be tabled in order to allow the applicant more time to submit more details. Specifically, details outlining the changes to the residential unit windows and storefront windows including the specific style and color of the replacements.

**Required Findings of Fact**

1. The proposed project is consistent with the goals and objectives of the City's Renaissance Zone Development Plan.
2. The proposed exterior rehabilitation would be sufficient to eliminate any and all deteriorated conditions on the exterior of the building.

3. The proposed project meets the relevant minimum project eligibility criteria for the City of Bismarck Renaissance Zone program, as shown in the attached scoring sheet.

**Staff Recommendation**

Based on the above findings, staff recommends approval of the Purchase with Improvements Renaissance Zone project for the building at 420 East Main Avenue as presented in all submitted documents and materials, as a 100% property tax exemption on the building for five years and an exemption from state tax on income derived from the location for five years, on the conditional that Downtown Design Review approval is received prior to start of construction.

Staff recommends tabling the Downtown Design Review approval of the project at 420 East Main Avenue until more details concerning the proposed architectural design of the building can be submitted to the Renaissance Zone Authority for review.

**Attachments**

1. Renaissance Zone Criteria Scoring Sheet
2. Location Map
3. Project description submitted by applicant
4. Proposed exterior modifications exhibit

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Staff report prepared by: Daniel Nairn, AICP, Planner  
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Will Hutchings, Planner  
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## Renaissance Zone Criteria Project Scoring Sheet

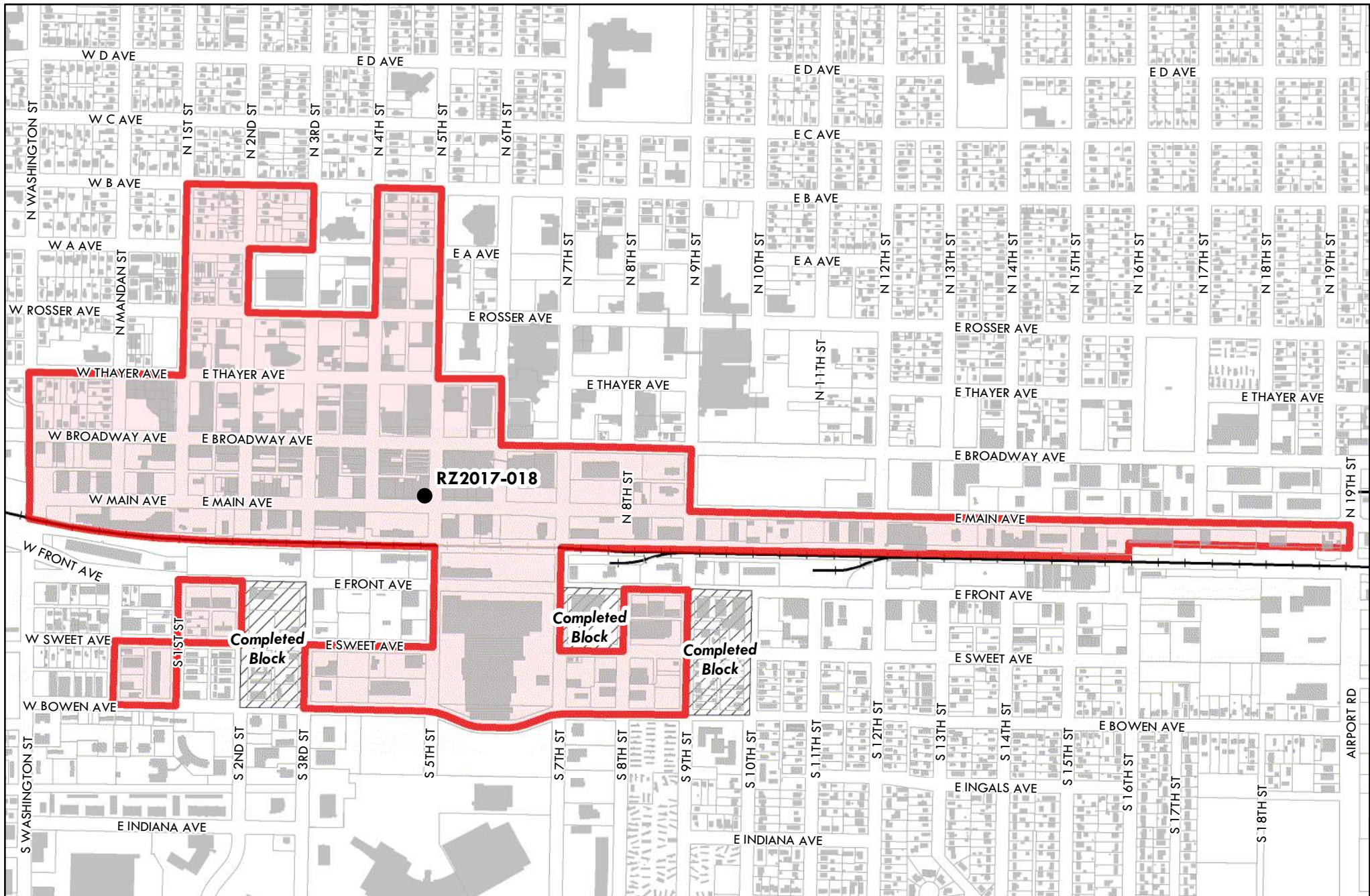
<b>Title:</b>	Patterson Building	<b>Current Valuation:</b>	\$5,509,100
<b>Project Type:</b>	Purchase with Improvements	<b>Proposed Capital Investment:</b>	\$7,182,727

Minimum Criteria for Proposals Involving Rehabilitation:		Requirement Met
1	Proposal is in the City of Bismarck Renaissance Zone and not within a block that has been deemed completed	Yes
2	The parcel has not received Renaissance Zone funding in the past for the project type proposed.	Yes
3	Exterior rehabilitation is sufficient to eliminate any and all deteriorated conditions visible on the exterior of the building.	Yes
4	Project consistent with the Renaissance Zone Development Plan, specifically:  <b>A1:</b> Maintain the Zone as a mixed-use area accommodating a wide range of retail, governmental, service and residential functions.  <b>A2:</b> Promote continued support for redevelopment activities in the Zone.  <b>A3:</b> Promote and advocate activities and programs that meet the needs of varied age, interest, and socioeconomic groups at all times of the day and night and throughout the year.  <b>D1:</b> Reinforce emerging entertainment, medical, office/service and retail districts with compatible land uses.  <b>D2:</b> Concentrate redevelopment in the Zone.	Yes
5	A level of re-investment totaling not less than fifty percent (50%) of the current true and full valuation of the building for commercial properties	Yes

Project Review Guidelines - Required:		Possible Points	Staff Rating
1	High Priority Land Use <ul style="list-style-type: none"> <li>Primary sector business</li> <li>Active commercial, specialty retail and/or destination commercial</li> <li>Mixed use development</li> <li>Residential units, including single or multi-family units</li> </ul>	25	25
2	Capital Investment <ul style="list-style-type: none"> <li>Consideration for level of capital investment (either by owner or lessee)</li> </ul>	25	25
3	Targeted Area <ul style="list-style-type: none"> <li>Parcels that have been vacant or underutilized for an extended period</li> <li>Parcels specifically targeted for clearance</li> </ul>	25	15
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> <li>Relocation from within the downtown area (may not be eligible)</li> <li>Relocation from a community outside Bismarck area (may not be eligible)</li> <li>Maintaining existing business in the downtown area or expanding business</li> </ul>	25	25
<b>Subtotal</b>		<b>100</b>	<b>90</b>

Project Review Guidelines – Optional:			
1	Public Space/Design <ul style="list-style-type: none"> <li>Incorporation of civic or public spaces</li> <li>Demonstrated commitment to strengthen pedestrian connections</li> <li>Attention to streetscape amenities and landscaping</li> <li>Attention to design and visual appearance</li> </ul>	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> <li>Within the downtown historic district</li> <li>Contributing or non-contributing</li> <li>Historic preservation component</li> </ul>	10	10
<b>Subtotal</b>		<b>20</b>	<b>10</b>
<b>TOTAL</b>		<b>120</b>	<b>100</b>

# Renaissance Zone Program - Project Location Map



## North Dakota Renaissance Zone Application

### Project Description

<b>Development Name</b>	Patterson Place Apartments
<b>Development Address</b>	420 East Main Avenue, Bismarck, ND 58501
<b>Applicant Name</b>	The Schuett Companies, Inc.

#### Summary Description of the Project

Edward G. Patterson (1866-1945) was a prominent local businessman, politician, and amateur boxer who lived in Bismarck. Patterson is best known as the owner of the prominent McKenzie Hotel (later Patterson Hotel), in addition to serving as Bismarck's mayor from 1896-1900. The Patterson Hotel closed in the 1970s - the business was dramatically affected by the opening in 1965 of I-94, which diverted travelers away from the Patterson. The hotel was condemned in 1980 and then underwent extensive renovation. It now houses a restaurant, a women's clothing store and the upper floors contain Patterson Place senior housing. Although still known as "The Patterson", most of the Patterson nameplates have been removed, and now bare the original "McKenzie" plates.

Originally built in 1911, the ten-story Patterson Place Apartments (as it is currently known) served Bismarck and its' guests for many years. The Patterson Hotel was rehabilitated and re-purposed in 1982 as a project based section 8 senior affordable building, providing 117 units of affordable senior housing. The property is located in the Downtown Bismarck Historic District and the City of Bismarck's Renaissance Zone. The property amenities include a community room, intercom-controlled access, laundry facilities, two elevators, a library and a television lounge with a pool table. During the August 2015 REAC inspection, the property achieved a score of 92a. The property is within walking distance of various shops and restaurants, as well as the Bismarck Event Center and CVS Pharmacy. The Patterson Hotel was added to the National Register of Historic Places in 1976.



The Patterson has not had a major capital infusion since 1982 and is in need of many repairs (see attached Capital Needs Assessment). The Low Income Housing Tax Credits together with other sources of capital will allow the applicant to address the following needs:

- Windows
- Roof
- Boilers – Replacement (2)
- Exterior Walls - Masonry – Tuckpointing
- Exterior Walls – Stucco Repair
- Exterior Wall - Historic Storefront
- All corridor lighting and unit lighting will be replaced with LED fixtures
- All appliances will be Energy Star rated
- Historic Glass Storefronts
- Upgrading all electrical service for each unit from either 60 or 70 amps to 100 amps for fire safety purposes
- Cooling Tower upgrades/Repairs (HVAC)
- Heat Pumps Repairs/Replacements (unit HVAC)
- Common HVAC - Replace 10 Air Handlers
- Asphalt Repair/Replace - At Alley
- Cabinetry & Fixtures – Unit Kitchens
- Cabinetry & Fixtures – Unit Baths
- Unit Flooring
- Common Area Hallway Handrails

The current owners are performing a complete modernization of the existing elevators. This work is scheduled to begin sometime in October 2017 on the first elevator. The second elevator will be modernized beginning sometime in December 2017.

The Patterson leases commercial space to three tenants (Peacock Alley, Lillian's and iHeart Radio). Peacock Alley is located on the ground floor and, according to online articles, is the oldest bar and the oldest restaurant in North Dakota (<https://www.thedailymeal.com/eat/oldest-bar-every-state-slideshow/slide-35> & <https://www.msn.com/en-us/foodanddrink/restaurantsandnews/the-oldest-restaurant-in-every-state/ss-BBBPhKZ#image=34>).

Also located on the ground floor is Lillian's a woman's clothing store. Located on the roof is broadcasting equipment owned by iHeart Radio.

The Patterson benefits from a 100% Project-Based Section 8 Housing Assistance Payment (HAP) contract and operated with 2% or less economic vacancy in 2015 and 2016. The HAP contract is set to expire in 2024. The Mark-to-Market mortgage restructuring closed in April, 2004 and is subject to a Mark-to-Market Use Agreement through April, 2034, requiring that 20% of the units must be occupied by (and affordable to) Very Low Income (i.e. 50% of AMI) tenants. Additionally, in 2004 the property executed a 20-year Mark-to-Market HAP Contract renewal.

Patterson Place Apartments is located in a Qualified Census Tract (130% basis) for Low Income Housing Tax Credit rehabilitation and has an assumable or pre-payable HUD 223 (a) (7) mortgage.

The historic nature of the building, together with the valuable project based section 8 subsidy for 117 units should make this a priority investment for North Dakota in order to preserve the building and the federal subsidy. Additionally, the request for LIHTCs is another valuable subsidy that will be utilized as intended to preserve and support affordable housing in North Dakota.

#### Explanation of Need/Market Demand

According to a September 2, 2014 article in Forbes entitled *The Next Housing Crisis: Aging Americans' Homes*, "The nation is facing a lack of affordable, physically-accessible and well-located homes for America's aging population — especially those with low incomes ..."

According to a study published by Joint Center for Housing Studies at Harvard University in 2014, "Affordable, accessible, and well-located housing is central to quality of life for people of all ages, but especially for older adults (defined here as 50 and over). As the single largest item in most household budgets, housing costs directly affect day-to-day financial security as well as the ability to accrue wealth to draw upon later in life. Accessibility is essential to older adults' health and safety as physical and cognitive limitations increase. Proximity of housing to stores, services, and transportation enables older adults to remain active and productive members of their communities, meet their own basic needs, and maintain social connections. And

for those with chronic conditions and disabilities, the availability of housing with supports and services determines the quality and cost of long-term care—particularly the portion paid with public funds. But the existing housing stock is unprepared to meet the escalating need for affordability, accessibility, social connectivity, and supportive services.

- High housing costs force millions of low-income older adults to sacrifice spending on other necessities including food, undermining their health and well-being.
- Much of the nation's housing inventory lacks basic accessibility features, preventing older adults with disabilities from living safely and comfortably in their homes.
- The nation's transportation and pedestrian infrastructure is generally ill-suited to those who cannot or choose not to drive, isolating older adults from friends and family.
- Disconnects between housing programs and the health care system put many older adults with disabilities or long-term care needs at risk of premature institutionalization."

The Harvard study continues, "Indeed, of special concern are the younger baby boomers who are now in their 50s and less financially secure than previous generations in the aftermath of the Great Recession. With their lower incomes, wealth, and homeownership rates, members of this large age group may be unable to cover the costs of appropriate housing and/or long-term care in their retirement years. The younger baby boomers are also less likely to be parents, implying that fewer family members will be available to care for them as they age."

TSCI, together with CompassionCare services has been addressing this crisis since 2011. By combining CompassionCare's service model for elderly and disabled individuals with TSCI's affordable housing stock, we have been addressing this crisis in Minnesota and are seeking to expand to North Dakota.

The North Dakota Consolidated Plan is a five year outlook of the state's housing and community development needs and resources. It establishes strategies and prioritizes the use of housing and community development dollars statewide and by planning region.

According to the Consolidated plan (page 78-79) eight public input meetings were held, one in each region. Some major themes noted throughout all the regions include:

- Need for emergency homeless shelters
- Need for new rentals
- ***Need for rental assistance*** (bold & italic added)
- ***Need for housing rehab*** (bold & italic added)
- Need for transitional housing, ***permanent supportive housing*** (bold & italic added)
- ***Need to preserve existing housing*** (bold & italic added)
- ***Need for senior friendly housing*** (bold & italic added)
- Need for housing for large families

The planned rehabilitation of the Patterson Place Apartments addresses many of the needs outlined above, namely, ***rental assistance, housing rehab, preservation of existing housing and senior friendly housing.***

The table on the following page summarizes the Priority Needs Analysis and Strategies from the 2015-2019 North Dakota Consolidate Plan (page 82). Rankings have been assigned to each of the required categories for HUD Housing Priority Needs. The size of each group having unmet needs, coupled with input received at the public input meetings as well as the degree of need expressed during the 2014 Housing and Community Development Survey, guided the ranking process for the NDDOC. No groups received less than a medium need.



**Table 2A**  
**State of North Dakota**  
**Priority Housing Needs Table for 2015-2019 Consolidated Plan**

PRIORITY HOUSING NEEDS (Households)		Priority		Unmet Need
Renter	Small Related	0-30%	H	2,090
		31-50%	H	985
		51-80%	H	450
	Large Related	0-30%	H	470
		31-50%	H	345
		51-80%	H	140
	Elderly	0-30%	H	2,645
		31-50%	H	1,295
		51-80%	H	535
	All Other	0-30%	H	2,825
		31-50%	H	1,285
		51-80%	H	465
Owner	Small Related	0-30%	M	1,170
		31-50%	M	1,420
		51-80%	H	2,105
	Large Related	0-30%	H	386
		31-50%	H	315
		51-80%	H	760
	Elderly	0-30%	H	4,120
		31-50%	H	2,060
		51-80%	H	975
	All Other	0-30%	M	1,165
		31-50%	M	730
		51-80%	H	1,005
Non-Homeless Special Needs	Elderly	0-80%	H	19,355
	Frail Elderly	0-80%	H	19,955
	Severe Mental Illness	0-80%	H	172 <sup>22</sup>
	Disability	0-80%	H	8,666
	Alcohol/Drug Abuse	0-80%	H	56 <sup>22</sup>
	HIV/AIDS	0-80%	H	
	Victims of Domestic Violence	0-80%	H	88 <sup>22</sup>

<sup>22</sup> 2014 North Dakota Statewide CoC homeless count

The Aging Services Division released a report entitled The Graying of North Dakota 2000-2020 in 2008. The report identified a number of challenges facing the State as the population ages. The challenges for the future included:

- Addressing healthy aging through disease prevention and health promotion.
- Continuing to support the needs of family caregivers.
- *Providing an array of quality long-term care options, **especially home and community-based services** which many people report they prefer.*

CompassionCare (a Schuett-related company) will provide **Home and Community-based Services** to the frail elderly and the disabled residents of Patterson Place Apartments. CompassionCare is a licensed Medicaid provider in Minnesota and will work with North Dakota DHS to obtain their North Dakota license. Additionally, CompassionCare is becoming Medicare certified and expects to complete the certification in 2018.

In further demonstration of the market demand, please see the market study included as part of this application.

#### **Plan for Management of the Property**

The Schuett Companies, Inc. (TSCI) was founded in 1968 by John E. “Jack” Schuett. TSCI is a property management and development company that manages 16 multi-family properties. TSCI currently consists of 8 management level employees and over 50 total employees (see Exhibit “A”). The management level employees are devoted to management oversight functions for these properties. TSCI's management portfolio has successfully maintained an occupancy average of 98.9%. In preparation for this application, TSCI has developed a management plan for Patterson Place Apartments (See Exhibit “B”). TSCI will perform all of the responsibilities outlined in this management plan. In addition to the management plan TSCI has developed a Resident Handbook (Exhibit “C”) that will be given to each resident upon move-in.

TSCI has two Regional Housing Managers, each with approximately 500+ units they are responsible to manage. Each property consists (at a minimum) of an on-site manager and an on-site maintenance staff. Larger properties may have an assistant manager and a janitor in addition to the staff mentioned above.

Property management also coordinates activities for seniors to promote healthy social interaction and community engagement: potluck dinners, coffee socials, holiday and special occasion celebrations, Wii bowling leagues, bingo games, exercise group, church services, book clubs, and various Senior Club gatherings. The site also has gardening opportunities for residents.

#### **How Proposed Rents Were Determined**

Rents are determined in accordance with HUD Section 8 regulations and must be approved by HUD prior to implementation. The most recent rent increase approved by HUD is attached as Exhibit “D”. The most recently approved rent schedule was utilized in preparing this application.



## **Experience in Creating, Owning, and Managing LIHTC Property**

### **Developer and Property Manager**

Since 1968 TSCI (formerly known as The Schuett Investment Company) has developed affordable housing for families and seniors. Jack Schuett syndicated over 3,000 units of affordable housing prior to the Tax Reform Act of 1986. In addition to his syndication efforts, Jack also developed market rate family housing in various communities across Minnesota.

The properties are owned in various limited partnerships and TSCI manages 16 affordable multifamily properties representing approximately 1,100 units throughout Minnesota on behalf of these limited partnerships. TSCI has been helping seniors, individuals with disabilities, and families find affordable housing for over 40 years. Jack Schuett retired in 2011, with son Tom Schuett named president in January 2012. TSCI's diverse portfolio is made up of communities ranging from 24 - 120 units with exceptional compliance and financial management histories. TSCI works closely with HUD and MHFA to provide superior service and housing assistance to qualified applicants. All properties are Equal Housing Opportunity and Equal Employment Opportunity establishments.

In addition to MHFA TSCI has also worked with Wisconsin Housing and Economic Development Authority (WHEDA) and fee managed buildings in Grand Forks, North Dakota on behalf of a limited partner investor.

In 2011, Tom Schuett started CompassionCare, a separate in-home health care service company that enables many residents in TSCI properties and the surrounding communities to age in place. CompassionCare's licensed nurses and health aides are currently on-site at Park View Terrace (Moorhead, MN), Park Manor Estates (Detroit Lakes, MN), Riverbend Apartments (Fergus Falls, MN), Mill Pond View Apartments (Pelican Lakes, MN), Riverview Manor Apartments (Floodwood, MN) and Pine Ridge Apartments (Grand Rapids, MN) providing supportive, daily living services including meal preparation, medication administration, personal hygiene, well checks, and personal activities such as errands and shopping. Four (4) of TSCI's properties have partnerships with local long term homelessness service providers which have provided housing for homeless households since 2012. TSCI has a strong history of attending to resident needs and operating multifamily rental housing with supportive services.

### **Architect**

Kaas-Wilson Architects has established itself in the Twin Cities as a leading design firm of specialty housing projects especially those focused on places and spaces for vulnerable adults. Their reputation for high quality work and cost-effectiveness means client relationships are positive and long-term. Kaas-Wilson and TSCI have worked together on multiple MHFA-funded affordable housing rehabilitations.

Kaas-Wilson has specialized in the affordable housing arena in Minnesota, with more than 200 units in recent projects like Grain Belt Terrace, City Place Lofts, and Faribault Senior Living. Their Inver Glen Senior Living project was the first LEED-certified senior housing project in Minnesota. Project lead for Park View Terrace, Link Wilson, has specialized in affordable housing with more than 2,000 units in his portfolio nationally. Mr. Wilson has visited Park View Terrace on multiple occasions and is familiar with the site, the building and the community context in Moorhead.

### **Development Consultant**

Landon Group are experts in coordinating real estate developments that utilize a variety of public and private funds. They have helped structure and secure over \$580 million in financing, leveraged hundreds of millions of dollars of additional resources and played key roles on the development teams of award-winning projects. Landon Group successfully navigates and balances the intricacies of new construction, acquisition and rehab, historic preservation, 100% affordable housing, mixed-income housing, mixed-use developments, community commercial space, community assets, portfolio refinancing and general development consultation.

### **Experience in Compliance with Federal Housing Funding Program(s)**

TSCI has achieved excellent working relationships with various regulatory agencies including State Housing Finance Agencies (see attached support letter from the Minnesota Housing Finance Agency), U.S. Department of HUD, USDA Rural Development, and other governmental agencies. TSCI has also collaborated successfully with numerous syndicators and investors such as WNC & Associate and Affordable Housing Partners, a Berkshire Hathaway Company). These relationships allow TSCI to effectively handle the challenges of managing affordable & market rate multi-family properties. A detailed list of TSCI's experience in management & marketing is described in Exhibit "E".

### **Areas of Expertise**

- *HUD Multi-family Syndication*
- *Property Management (HUD and Market Rate)*
- *Real Estate Development and Syndication*
- *Financial Analysis & Projection*
- *LIHTC Development*
- *Section 42 Compliance*
- *Multi-family Development*

### **Experience**

- *Originally named The Schuett Investment Company, Incorporated (TSIC), the company changed its name to The Schuett Companies, Incorporated.*
- *Syndicated over 30 partnerships with a total value in excess of \$75,000,000, representing over 3,000 units.*
- *Raised approximately \$25,000,000 in equity for those projects.*
- *Developed a 153-unit market-rate, luxury apartment complex in Plymouth, MN, named Coachman Trails.*
- *Currently manages approximately 1,100 units, mostly in out-state Minnesota.*
- *Managing General Partner of 16 General Partnerships.*
- *Successfully returned investor capital to **every** investor and provided a competitive return on investor's original investments.*

## **Awards & Achievements**

*2014 Winner of the Novogradac Housing Award:*

***For LIHTC Development That Best preserves Existing Affordable Rental Housing***

*(For Park Manor Estates in Detroit Lakes, Minnesota, 97 units of project-based section 8 housing)*

*2005 Winner of the Partners in Affordable Housing of Minnesota*

***Affordable Housing Ownership/Management Services Partner of Choice Award***

*Jack Schuett/The Schuett Companies, Inc.*

## **Memberships**

*NLHA (National Leased Housing Association)*

*NH&RA (National Housing & Redevelopment Authority)*

*MHA (Minnesota Multi-Housing Association)*


*MHCA (Minnesota Home Care Association)*

*MHP (Minnesota Housing Partnership) Investor's Council*

# Untitled Map

Patterson Place

## Legend

 Patterson Place

Brick Tuck Pointing  
and Replacement

Repair stone fascia

Repairs to Stone  
Coping

New Historically  
Correct Store Front  
Windows  
Throughout

Repair Stucco

Repair Roof Curb

Repairs to Tin  
Facia

New Historically  
Correct Windows  
Throughout.

Replace Awning



Google Earth

© 2017 Google

10 ft



# Patterson Place

## Legend

📍 420 E Main Ave

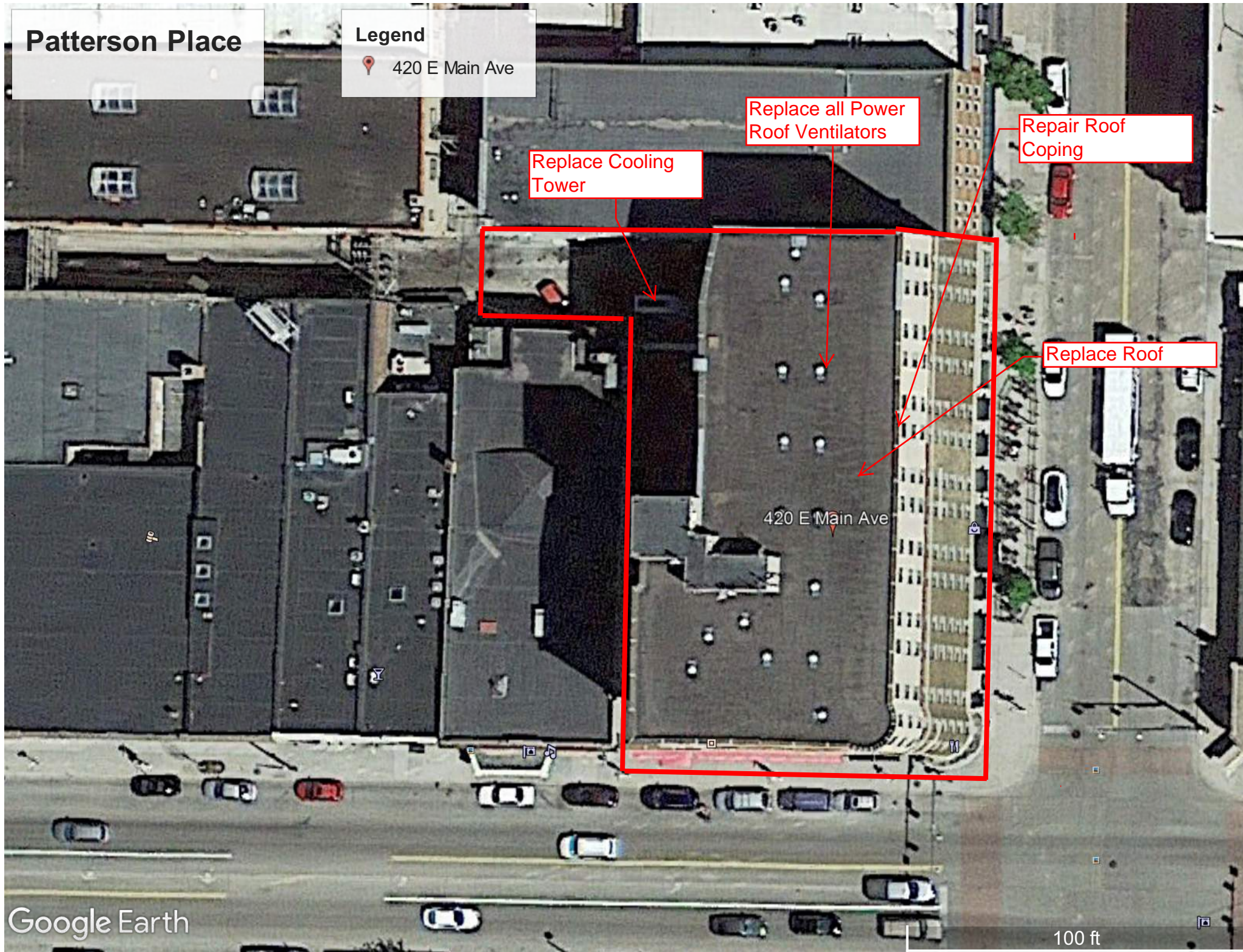
Replace Cooling  
Tower

Replace all Power  
Roof Ventilators

Repair Roof  
Coping

Replace Roof

420 E Main Ave







## STAFF REPORT

City of Bismarck  
Community Development Department  
Planning Division

Agenda Item # 3  
November 9, 2017

**Application for: Renaissance Zone**

TRAKiT Project ID: RZ2017-019

### Project Summary

<i>Title:</i>	The Barber's Wife, LLC
<i>Project Type:</i>	Lease
<i>Status:</i>	Renaissance Zone Authority
<i>Applicant(s)</i>	David and Hannah Vetter
<i>Owner(s):</i>	Redland, LLC
<i>Project Description:</i>	Lease space within rehabilitated building for use as barber shop.



*Street Address:* 401 East Broadway Avenue

*Legal Description:* Lot 24, Block 48, Original Plat

*RZ Block #* 20

### Project Information

<i>Parcel Size (square feet):</i>	3,500	<i>Building Floor Area (square feet):</i>	17,430	<i>Estimated Property Tax Benefit:</i>	N/A
<i>Lease Area (square feet):</i>	1019	<i>Certificate of Good Standing:</i>	Pending	<i>Estimated Income Tax Benefit:</i>	TBD



401 East Broadway Avenue

### Staff Analysis

David and Hannah Vetter are requesting approval of a Lease Renaissance Zone project within 401 East

Broadway Avenue for the Barber's Wife. The company is a barbershop and would occupy the east side of the third floor of the building.

The business would qualify as an expanding business moving within the Renaissance Zone. The business, currently located at 116 North 5<sup>th</sup> Street, currently has two employees. The move will allow the expansion to four employees, with space for future expansion to six employees.

The Barber's Wife business has already been approved for a lease Renaissance Zone project in their current location. The business income exemption began on July 2015 and would run through July 2020. This exemption would end once the business moves. If

(continued)

approved, the exemption would begin again for a new five-year term.

Neither the Bismarck Development Plan nor state guidelines prohibit a business from receiving the Renaissance Zone exemption more than once. It is not permitted for any property or lease space within a property to receive Renaissance Zone approval more than once, but this restriction does not apply to individual businesses. There is precedent for a business receiving multiple Renaissance Zone exemption periods in other communities in North Dakota, but not in Bismarck.

The lease is within the space of an approved Renaissance Zone project. Project 94-B was designated by the Bismarck City Commission as a Renaissance Zone rehabilitation project on November 27, 2012, and subsequently tentatively approved by the State. Therefore, no minimum investment is required. The applicant states that the total project costs will be \$45,000.

It should be noted that the Rehabilitation project has not been completed, and the property owners are not currently receiving any property or income tax exemption. Staff raised the issue of the delay in completion during the February 16, 2016 Renaissance Zone Authority meeting. At that time the property owner intended to wait until tenants were selected before closing, because the final finishes would be built to suit. Staff has recently contacted the property owner, and the owner intends to submit the necessary documentation to close the project within the next few months.

Lease projects within a previously approved Renaissance Zone project do not require a minimum level of investment. This has been interpreted in the past to hold true, whether or not the approved project has been closed. If approved, this would be the third lease project within this building. The other approved projects were Langan Engineering & Environmental in 2014 and Advanced Skin Support, LLC in 2017.

The move is anticipated to be completed by January 1, 2018.

#### **Required Findings of Fact**

1. The proposed project is consistent with the goals and objectives of the City's Renaissance Zone Development Plan.
2. The proposed project meets the relevant minimum project eligibility criteria for the City of Bismarck Renaissance Zone program, as shown in the attached scoring sheet.

#### **Staff Recommendation**

Based on the above findings, staff recommends approval of the Lease Renaissance Zone project for The Barber's Wife within the building at 401 East Broadway Avenue as presented in all submitted documents and materials, as an exemption from state tax on income derived from the location for five years.

#### **Attachments**

1. Renaissance Zone Criteria Scoring Sheet
2. Location Map

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Staff report prepared by: Daniel Nairn, AICP, Planner  
701-355-1854 | [dnairn@bismarcknd.gov](mailto:dnairn@bismarcknd.gov)

## Renaissance Zone Criteria Project Scoring Sheet

<b>Title:</b>	Barber's Wife Lease	<b>Current Valuation:</b>	N/A
<b>Project Type:</b>	Lease	<b>Proposed Capital Investment:</b>	\$45,000

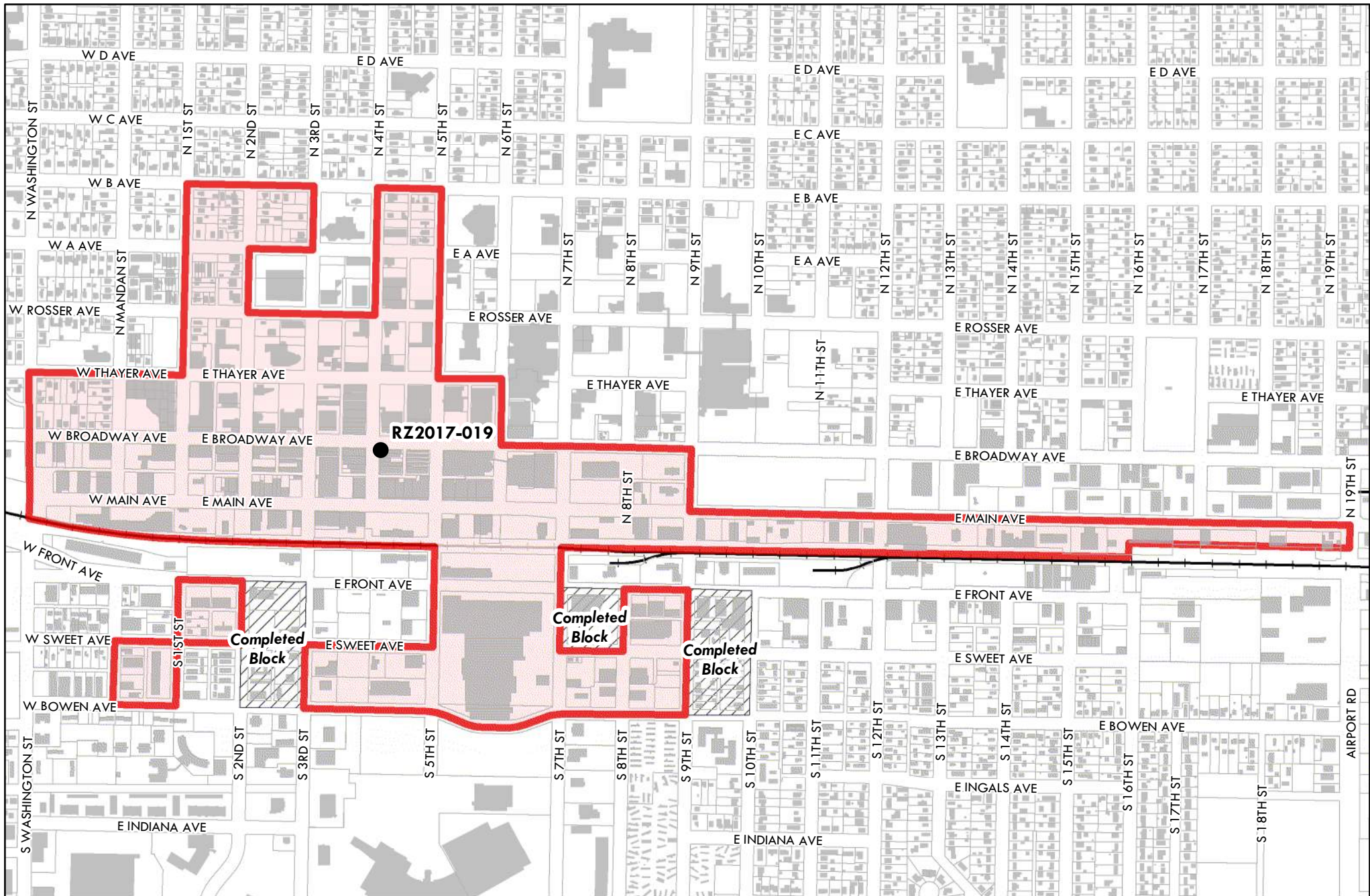
Minimum Criteria for Proposals Involving a Lease:		Possible Points	Staff Rating
1	Proposal is in the City of Bismarck Renaissance Zone and not within a block that has been deemed completed.	10	10
2	The property or lease space has not received Renaissance Zone funding in the past for the project type proposed (however, a lease of space within a building rehabilitated through a previous Renaissance Zone project may be eligible).	10	10
3	Project consistent with the Renaissance Zone Development Plan, specifically:  <b>A1:</b> Maintain the Zone as a mixed-use area accommodating a wide range of retail, governmental, service and residential functions.  <b>A3:</b> Promote and advocate activities and programs that meet the needs of varied age, interest, and socioeconomic groups at all times of the day and night and throughout the year.  <b>B2:</b> Identify unique businesses, events, and other attractions that may be feasible in the Zone.	20	20
4	Lease is within an approved Renaissance Zone project (no minimum investment required)	20	20
<b>Subtotal</b>		<b>60</b>	<b>60</b>

Project Review Guidelines - Required:			
1	High Priority Land Use <ul style="list-style-type: none"> <li>Primary sector business</li> <li>Active commercial, specialty retail and/or destination commercial</li> <li>Mixed use development</li> <li>Residential units, including single or multi-family units</li> </ul>	15	10
2	Capital Investment <ul style="list-style-type: none"> <li>Consideration for level of capital investment (either by owner or lessee)</li> </ul>	15	10
3	Targeted Area <ul style="list-style-type: none"> <li>Parcels that have been vacant or underutilized for an extended period</li> <li>Parcels specifically targeted for clearance</li> </ul>	15	10
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> <li>Relocation from within the downtown area (may not be eligible)</li> <li>Relocation from a community outside Bismarck area (may not be eligible)</li> <li>Maintaining existing business in the downtown area or expanding business</li> </ul>	15	5
<b>Subtotal</b>		<b>60</b>	<b>35</b>
<b>TOTAL</b>		<b>120</b>	<b>95</b>

Project Review Guidelines – Optional:			
1	Public Space/Design <ul style="list-style-type: none"> <li>Incorporation of civic or public spaces</li> <li>Demonstrated commitment to strengthen pedestrian connections</li> <li>Attention to streetscape amenities and landscaping</li> <li>Attention to design and visual appearance</li> </ul>	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> <li>Within the downtown historic district</li> <li>Contributing or non-contributing</li> <li>Historic preservation component</li> </ul>	10	0
<b>Subtotal</b>		<b>20</b>	<b>0</b>
<b>TOTAL</b>		<b>140</b>	<b>95</b>



# Renaissance Zone Program - Project Location Map



## **BISMARCK RENAISSANCE ZONE AUTHORITY PUBLIC HEARING PROCEDURE AND PROTOCOL**

All public hearings before the Bismarck Renaissance Zone Authority will follow the same basic format. This outline has been prepared to help you understand the procedure and protocol.

1. The Chair of the Renaissance Zone Authority will introduce the item on the agenda and ask staff to present the staff report.
2. City staff will present the report on the item. The presentation will be an overview of the written staff report included in the agenda packet, which is typically posted on the City's website by the end of the day on the Friday before the meeting.
3. The members of the Renaissance Zone Authority may ask staff questions about the request itself or staff's recommendation, but they will not discuss the request prior to obtaining input from the public.
4. The Chair of the Renaissance Zone Authority will then open the public hearing on the request and ask if anyone would like to speak to the Authority.
5. The applicant or his or her designated agent is usually given the courtesy of speaking first to outline the proposal and/or clarify any information presented by staff. The applicant may speak at this time or wait until others have spoken.
6. The public hearing is then opened to the public to voice their support, opposition or to ask questions about the proposal. Please write your name and address on the sign-in sheet, speak clearly, state both your first and last names and your address, then your comments. Your comments as well as any materials distributed to the Renaissance Zone Authority at this time will be made part of the public record. If you would prefer to provide written materials to staff at the beginning of the meeting, we will distribute the materials to the Authority for you.
7. Please be respectful of the Renaissance Zone Authority members, staff and others speaking on the request. Personal attacks against the applicant or others, clapping/cheering or booing speakers is not acceptable. Staff and the applicant will only respond to questions from the Renaissance Zone Authority, not questions directly from those speaking at the public hearing.
8. Everyone who wishes to speak will be given a chance to speak; however, at larger public hearings, the Chair may ask speakers to limit their time to five minutes, not repeat previous testimony/comments and only speak once. Members of the Renaissance Zone Authority may ask questions of those speaking, but may also listen and deliberate after the hearing is closed.
9. After everyone in the audience wishing to speak has given his or her comments, the Chair will close the public hearing portion of the meeting. No additional comments from the public are allowed after the hearing has been closed. At this point, the Chair will ask staff if they have any additional information or final comments.
10. The Renaissance Zone Authority members will then discuss the proposal. They may ask staff or the applicant additional questions or for clarification of items stated during the public hearing. At the conclusion of the discussion, the Authority will make its recommendation or decision.

# Bylaws of the City of Bismarck Renaissance Zone Authority

## Article I. Authorization

A. Authority. The Renaissance Zone Authority is established pursuant to provisions in Chapter 07-08 of the Bismarck Code of Ordinances and Chapter 40-63 of the North Dakota Century Code. The Renaissance Zone Authority is authorized to act as the Downtown Design Review Committee pursuant to Sections 14-04-21.1 (DC Downtown Core District) and 14-04-21.2 (DF Downtown Fringe District) of the Bismarck Code of Ordinances.

## Article II. Purpose

A. Purpose: Renaissance Zone Authority. The purpose of the Renaissance Zone Authority is to further the goals and objectives outlined in the Bismarck Renaissance Zone Development Plan, as amended, by administration of tax incentives available through the Renaissance Zone program.

B. Purpose: Downtown Design Review Committee. The purpose of the Downtown Design Review Committee is to review the designs of proposed projects within Downtown Core and Downtown Fringe zoning districts, in order to create and maintain a high visual quality and appearance, to ensure that construction and alterations within the downtown enhance the character of the district and fit into their surroundings, to protect public and private investment through the establishment of high design standards, and to support the preservation of historically significant buildings.

## Article III. Membership and Organization

A. Membership. The Renaissance Zone Authority shall consist of seven (7) voting members, each to be appointed by the Bismarck Mayor and approved by the Board of City Commissioners for a term of three (3) years, and two (2) non-voting technical advisors, selected by the appointed Renaissance Zone Authority members. The Authority shall be constituted as:

1. One (1) representative from the Board of City Commissioners, whose appointment runs concurrent with the Commissioner's term in office;
2. Six (6) at-large representatives from organizations other than the City of Bismarck;
3. Two (2) technical advisors.

B. Organization. The organization of the Renaissance Zone Authority will consist of a Chairperson and Vice-Chairperson who shall be selected by the membership and who shall serve at the pleasure of the membership for one year. Nominations and election of officers shall be taken from the floor at the Renaissance Zone Authority's first meeting of the year. In the event that an officer is unable to complete the specified term, a new member will be appointed in the same manner as an initial appointment.

C. Responsibilities of Chairperson. The Chairperson shall preside at all Renaissance Zone Authority meetings, review agendas with staff, sign documents on behalf of the Authority, and

represent the Authority before legislative or administrative bodies, as necessary. The Chairperson shall interpret and decide on all points of order and procedure during meetings, subject to these bylaws.

D. Responsibilities of Vice-Chairperson. The Vice-Chairperson shall conduct all business delegated by the Chairperson, in his or her absence, and sign the approved minutes of any meeting presided over.

E. Selection of Chairperson Pro-Tempore. When both the Chairperson and Vice-Chairperson are absent from a meeting, the remainder of the members of the Renaissance Zone Authority shall elect a Chairperson pro-tempore from among their own number by majority vote. The Chairperson pro-tempore shall assume all responsibilities of the Chairperson, and sign the approved minutes of any meeting presided over.

#### **Article IV. Conduct of Members and Ethics**

A. General Conduct. Members of the Renaissance Zone Authority shall make every effort to attend all meetings and shall make every effort to represent the interests of all citizens of the City of Bismarck in a fair and impartial manner.

B. Conflict of Interest. Any member of the Renaissance Zone Authority who has a direct and substantial personal or pecuniary (financial) interest in a matter before the Authority, whether a voting or non-voting member, must disclose the fact to the Authority and may not participate or vote on that particular matter without the consent of a majority of the rest of the Authority.

C. Removal of Members. The Renaissance Zone Authority may recommend that the Board of City Commissioners remove any member of the Authority if that member has failed to attend three (3) consecutive regular meetings of the Renaissance Zone Authority or has failed to attend seven (7) regular meetings within one calendar year. The Board of City Commissioners shall make judgment on such matters after receiving a report from the Chairperson of the Renaissance Zone Authority.

D. Ex-Parte Communication. Ex-parte communication includes any oral or written communication between a voting member of the Authority and any other person interested in an item before or scheduled to be before the Authority. Communications on a particular item sent to an Authority member before the agenda packet has been sent via email or mail should be communicated to staff for dissemination to the Authority. Communications received after the agenda packet has been sent may be distributed and announced at the following Renaissance Zone Authority meeting.

E. Open Meetings Requirements. Renaissance Zone Authority members shall comply with all applicable City and State open meeting requirements, including but not limited to requirements of the N.D. Constitution Article XI, Section 5 and N.D.C.C. Section 44-04-19.

#### **Article V. Powers and Duties of the Authority**

A. Powers and Duties of the Authority. The Renaissance Zone Authority shall have all of the powers and duties granted by Chapter 07-08 of the Bismarck Code of Ordinances and Chapter

40-63 of the North Dakota Century Code (NDCC), and the Bismarck Renaissance Zone Development Plan, as amended. These powers and duties include, but are not limited to:

1. Project Selection. The Renaissance Zone Authority shall decide whether to recommend approval, denial, or approval with conditions for any proposed Renaissance Zone projects, pursuant to the Renaissance Zone Development Plan, as amended, and all applicable City and State requirements, as well as any other funding requests for which the Renaissance Zone Authority is duly authorized to review.
2. Amendments to the Development Plan. The Renaissance Zone Authority shall periodically review the Bismarck Renaissance Zone Development Plan, as well as any internal policies and guidelines governing the program, and recommend amendments as appropriate, including boundary adjustments, revisions to project approval criteria, and extension requests.
3. Downtown Design Review. The Renaissance Zone Authority, acting as the Downtown Design Review Committee, shall decide whether to approve, deny, or approve with conditions any request for Downtown Design Review approval, pursuant to the Downtown Design Guidelines and all requirements of Sections 14-04-21.1 (DC Downtown Core District), 14-04-21.2 (DF Downtown Fringe District), and 04-04-09 (Downtown Signs) of the Bismarck Code of Ordinances.
4. Amendments to Downtown Design Guidelines. The Renaissance Zone Authority, acting as the Downtown Design Review Committee, shall periodically review the Downtown Design Guidelines and amend as appropriate. The Authority may also recommend amendments to any provisions of the City of Bismarck Code of Ordinances pertaining to the downtown.

## **Article VI. Meeting Schedule and Order**

A. Meeting Schedule. The Renaissance Zone Authority's regular meeting time shall be held at 4:00pm on the second Thursday of each month in the David J. Blackstead Meeting Room in the City-County Office Building. Special meetings can be held at any time and may be called by the Chairperson.

B. Meeting Notice. Notice of the time and place of a hearing before the Renaissance Zone Authority shall be sent to the applicant or their agent after a complete project application is submitted to staff. Notice of a hearing on a Renaissance Zone project shall be placed in the official city newspaper once each week for two (2) consecutive weeks prior to the hearing. Notice of the time, place and request for Renaissance Zone Authority approval shall be sent to all known property owners within 350 feet of the proposed project no later than ten (10) days prior to the Renaissance Zone Authority meeting.

C. Quorum. A quorum of at least four (4) voting Renaissance Zone Authority members must be present to exercise any of the powers and duties of the Authority outlined herein. In instances when a quorum is not present, the Renaissance Zone Authority may discuss items on the agenda but may not cast votes.

D. Remote attendance. An Authority member may join the meeting by telephone or other electronic means and be included in the determination of a quorum, as well as discussion and

voting on all agenda items. A Renaissance Zone Authority member may use this option for temporary situations, such as travel, medical or family circumstances.

E. Meeting Order. The order of a regular meeting shall be as follows:

1. Call to order and determination of quorum.
2. Approval of the minutes of the previous meeting.
3. The order of items on the agenda may be changed by the Chairperson.
4. Discussion and action concerning items on the agenda, including any public hearings.
5. Other business.
6. Adjournment.

F. Meeting Rules. Unless otherwise specified, Robert's Rules of Order shall govern the proceedings of the Renaissance Zone Authority.

## **Article VII. Conduct of Hearings**

A. Public Participation. All meetings of the Renaissance Zone Authority are open to the general public. Any member of the public shall be afforded the opportunity to address the Renaissance Zone Authority during any noticed public hearing, governed by the Renaissance Zone Authority's Public Hearing Procedure and Protocol. The Chairperson may, but is not required to, allow public comment outside of a public hearing.

B. Maintenance of Order. Members of the public have the obligation to remain in order during any Renaissance Zone Authority meeting. The Chairperson may rule any conduct that interferes with the meeting to be "out-of-order," and direct the offending person to remain silent. If this person persists in disruptive conduct, the Chairperson may entertain a motion to "eject" the person from the meeting. If the person fails to comply with the successful motion to eject, the Chairperson may then call proper authority to physically remove the individual from the premises for the duration of the meeting or deliberation on that item.

## **Article VIII. Staff Role**

A. Staff Responsibilities. The Bismarck Community Development Department – Planning Division advises the Renaissance Zone Authority on matters related to the Renaissance Zone program, Downtown Design Review, and downtown planning generally; prepares all documents for presentation to the Renaissance Zone Authority; conveys any recommendation of the Renaissance Zone Authority to the Board of City Commissioners or the appropriate body; and otherwise assists the Renaissance Zone Authority in the exercise of their duties, as required.

B. Staff Privilege. The staff representative(s) from the Community Development Department and City Attorney's Office have the privilege to address the Renaissance Zone Authority during any meetings.



## **Article IX. Appeals**

A. Appeal to the Board of City Commissioners. Any decision of the Renaissance Zone Authority may be appealed to the Board of City Commissioners by either the aggrieved applicant or by any officer, department, or board of the City by filing, within fifteen (15) calendar days after notice of the decision, with the office of the City Administrator or the Community Development Department. The Board of City Commissioners shall fix a time, within thirty (30) days, for the hearing of the appeal and shall give due notice of the hearing to the involved parties.

## **Article X. Instruments and Documents**

A. Documents of the Authority. All notices, agendas, requests, letters, reports, maps, photographs, staff reports, minutes and other related items shall constitute the documents of the Renaissance Zone Authority and shall be maintained by the Community Development Department. Meeting documents shall be made available to the general public upon final completion and review by staff.

## **Article XI. Amendment of Bylaws**

A. Amendments. These Bylaws may be amended at any regular meeting of the Renaissance Zone Authority, provided that the proposed amendment has been introduced prior to and included within the agenda packet sent in advance of the meeting. Amendment of the Bylaws shall require the affirmative vote of at least four (4) members of the Authority.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017

Renaissance Zone Authority

\_\_\_\_\_  
Chairperson



## *Community Development Department*

### **MEMORANDUM**

#### **REVIEW OF AMENDMENTS TO DEVELOPMENT PLAN REQUIREMENTS**

TO: Chairman Curt Walth, Renaissance Zone Authority

FROM: Daniel Nairn, AICP

DATE: October 6, 2017

The Renaissance Zone Authority has recently asked staff to provide potential updates to the policies of the Renaissance Zone Authority regarding assessment of the structural integrity of buildings, as well as the minimum investment thresholds for projects. Once you agree on language for any updates, staff will provide an amendment development to you for your consideration. Any amendment to the Development Plan would be forwarded to the City Commission with your recommendation, and a copy would be filed with the State Department of Community Services. No State approval is necessary.

#### *Structural Assessment Requirement*

If you wish to require structural assessments on all lease projects, the following language may be added:

“A report assessing the structural integrity of the building within which the lease space is contained must be supplied prior to designation of a Renaissance Zone lease project, unless a structural assessment was completed as part of a previous Renaissance Zone project for the building. The assessment must be conducted by a licensed structural engineer. A complete remedy for any defects found in a report must be included in the project scope of work prior to approval.”

You may also consider using similar language for rehabilitation or purchase with improvement projects. Although there is a requirement to remove all forms of blight from a building, we have not historically required a formal structural evaluation of all buildings. It should be noted that a formal structural evaluation will typically cost between \$2,000 to \$3,000, although many new owners or leasees are already paying for these assessments.





### *Minimum Investment Requirement*

The Renaissance Zone Development Plan currently requires a minimum investment per square foot for all new construction, rehabilitation, and certain lease projects. This minimum investment is above and beyond what is required by the state. You have asked me to review the amounts of investment we currently require to determine if it adequately reflects going rates for construction.

The current thresholds are as follows:

#### **Bismarck Current Levels**

Rehabilitation (Commercial)	\$40 per SF
Rehabilitation (Residential)	\$15 per SF
New Construction	\$150 per SF
Commercial Lease	\$30 per SF (exempt if within a previous project)
Purchase with Major Improvements	No Additional Investment Requirement

Staff has reached out to other Renaissance Zone program administrators and asked about what requirements, if any, are used. To our knowledge, the only other city to require a local minimum investment is Fargo. These levels were set in 2015, with the renewal of the program:

#### **Fargo Current Levels**

Rehabilitation (Commercial)	\$40 per SF
Rehabilitation (Residential)	\$25 per SF
New Construction	\$100 per SF
Commercial Lease	Only allowed within a previous project
Purchase with Major Improvements	Classified as a Rehab

The City's Assessing Division has provided data on assessed building values that could assist with setting the amount for new construction projects.

The following list shows buildings constructed in 2015 or 2016, excluding certain low-end or industrial buildings that would not normally be found in the downtown.

<b>Parcel #</b>	<b>Doing Business As</b>	<b>Building Area (SF)</b>	<b>Building Value</b>	<b>Value/SF</b>
2135-001-001	New Bank	2,473	929,700	376
2135-001-150	New Bank	4,091	1,302,200	318
2135-001-045	New Coffee Shop	2,540	670,700	264
0625-001-050	New Restaurant	5,626	1,435,600	255
2085-001-103	Condo	1,978	504,400	255
1510-001-110	Office	4,800	1,172,600	244
2255-001-001	New Gas Station	7,112	1,721,000	242
1458-001-100	New Restaurant	6,275	1,393,000	222

2085-001-102	Condo	1,909	420,300	220
1510-001-145	Office	6,000	1,222,000	204
2085-001-101	Condo	14,075	2,727,100	194
0000-001-490	New Car Wash	6,360	840,600	132
2135-003-250	Office	16,776	2,132,900	127
2135-003-300	Office	16,776	2,132,900	127

**Median            232**

It should be noted that our threshold only includes capital improvements, using a relatively narrow definition of the term. Therefore, some of the components of building value that are considered in the assessed value would not meet the definition of a capital improvement.

Staff presents this for your information and discussion, and we do not have a specific recommendation to proceed with any changes at this time.

## BISMARCK RENAISSANCE ZONE PROGRAM - PROJECT STATUS

State ID	Applicant	Street Address	Project Type	Status	RZA Hearing	Commission Review	State Approval	Beginning Building Market Value	Proposed Investment	Estimated Building Value w/Investment	Estimated Property Tax Benefit	Estimated State Income Tax Benefit	Income Tax Benefit Per Year	Completion Date	Actual Investment
001-B	George T. Duemeland Revocable Trust	301 East Thayer Avenue	Purchase w/ Improve	Completed	12/10/02	12/17/02	01/02/03	\$77,000	\$44,366	\$150,000	\$18,095	\$5,650	\$1,130	12/01/03	\$66,397
002-B	Dakota Building Partnership	501 East Main Avenue	Purchase - Land	Completed	01/06/03	01/07/03	02/26/03	\$444,200	\$300,000	\$540,000	\$32,023	\$7,500	\$1,500	01/31/07	\$284,195
003-B	Civic Square Development LLC	521 East Main Avenue	Purchase w/ Improve	Completed	02/07/03	02/11/03	04/21/03	\$500	\$600,000	\$500,000	\$61,000	\$2,500	\$500	12/31/07	\$618,111
004-B	Duemelands Commercial LLLP	301 East Thayer Avenue	Lease	Completed	07/14/03	07/22/03	09/25/03					\$609	\$122	12/01/03	
005-B	John & Barbara Grinstein	200 North Mandan Street	Purchase	Completed	10/07/03	10/14/03	10/16/03	\$43,300	\$5,000	\$77,500	\$5,550	\$2,000	\$400	10/17/03	
006-B	Woodmansee's	114 North 4th Street	Historic Rehabilitation	Completed	10/30/03	11/15/03	11/21/03	\$49,900	\$125,000	\$120,000	\$15,500	\$25,000	\$5,000	01/26/05	\$129,333
007-B	Bertsch Properties LLC	207 East Front Avenue	Rehabilitation	Completed	11/19/03	11/25/03	12/03/03	\$371,200	\$601,600	\$1,455,000	\$186,375	\$8,200	\$1,640	01/19/05	\$734,707
008-B	Northland Financial	207 East Front Avenue	Lease	Completed	11/19/03	11/25/03	12/03/03					\$116,000	\$23,200	09/16/04	
009-B	Bertsch Properties LLC	218 South 3rd Street	Rehabilitation	Completed	11/19/03	11/25/03	12/03/03	\$142,300	\$329,150	\$840,000	\$107,600	\$3,000	\$600	01/20/05	\$378,013
010-B	Lee Enterprises Inc.	707 East Front Avenue	Rehabilitation	Completed	12/15/03	12/16/03	12/29/03	\$2,508,200	\$2,256,624	\$4,408,200	\$550,000	\$1,248,000	\$249,600	10/26/05	\$2,400,776
011-B	PJCM Partners, LLP	901/907 East Front Avenue	Rehabilitation	Completed	03/03/04	03/23/04	03/29/04	\$151,300	\$298,840	\$420,000	\$52,795	\$2,700	\$540	06/30/05	\$409,846
012-B	Mark Gartner	302 East Thayer Avenue	Rehabilitation	Completed	05/25/04	05/25/04	06/04/04	\$49,900	\$85,000	\$125,000	\$15,715	\$4,700	\$940	12/06/05	\$103,455
013-B	AW Enterprises	216 North 2nd Street	Rehabilitation	Completed	08/10/04	08/10/04	08/18/04	\$173,500	\$208,814	\$275,000	\$34,573	\$12,500	\$2,500	06/22/05	\$263,473
014-B	Daryl Rosenau & Clarence Sayler	225 West Broadway Avenue	Purchase	Completed	02/07/05	02/08/05	02/16/05	\$167,000	\$69,550	\$182,500	\$21,470	\$1,750	\$350	12/26/07	\$70,002
015-B	J & L Development, Inc.	324 North 3rd Street	Rehabilitation	Completed	11/15/04	12/14/04	02/16/05	\$500,000	\$750,000	\$900,000	\$113,500	\$15,000	\$3,000	09/15/06	\$698,396
016-B	Pirague Grille, Inc.	121 North 4th Street	Lease	Completed	03/02/05	03/08/05	03/22/05		\$128,000			\$3,500	\$700	08/24/05	
017-B	Zorells Jewelry Inc.	221 South 9th Street	New Construction	Completed	09/20/04	03/08/05	03/22/05	\$20,100	\$200,000	\$200,000	\$25,000	\$4,000	\$800	07/30/05	\$191,898
019-B	CCC Properties, LLLP	310 South 5th Street	Purchase	Completed	08/25/05	09/13/05	09/21/05	\$410,400	\$168,000	\$450,000	\$58,500	\$10,500	\$2,100	07/01/06	\$298,372
020-B	American Bank Center	320 North 4th Street	Rehabilitation	Completed	09/21/05	09/27/05	10/04/05	\$809,500	\$3,100,000	\$2,000,000	\$258,760	\$250,000	\$50,000	08/01/09	\$2,301,478
021-B	Foot Care Associates PC	310 South 5th Street	Lease	Completed	01/12/06	01/24/06	02/03/05					\$1,000	\$200	04/01/06	
022-B	Dentyne, Inc. (Bakke & Roller)	310 South 5th Street	Lease	Completed	01/12/06	01/24/06	02/03/05					\$10,500	\$2,100	03/13/06	
023-B	Duemelands Properties, LLLP	302 South 3rd Street	Purchase	Completed	01/12/06	02/14/06	02/16/06	\$312,700	\$190,900	\$345,000	\$44,840	\$4,500	\$900	12/01/06	\$227,295
024-B	Duemelands Properties, LLLP	312 South 3rd Street	New Construction	Completed	01/12/06	02/14/06	02/16/06	\$0	\$215,223	\$250,000	\$32,500	\$4,100	\$820	12/01/06	\$233,855
025-B	Makoché Media, LLC	208 North 4th Street	Purchase	Completed	01/12/06	02/14/06	02/16/06	\$247,000	\$71,612	\$320,000	\$41,600	\$1,000	\$200	12/27/07	\$91,672
026-B	River Q, LLC	312 South 3rd Street	Lease	Completed	04/13/06	04/25/06	05/05/06					\$25,000	\$5,000	12/04/06	
027-B	Gem Group LLC	412 East Main Avenue	Rehabilitation	Completed	05/23/06	05/23/06	05/30/06	\$47,800	\$40,000	\$75,000	\$5,990	\$6,500	\$1,300	10/20/06	\$50,292
028-B	Heartland Mortgage Company	412 East Main Avenue	Lease	Completed	05/23/06	05/23/06	05/30/06					\$10,500	\$2,100	07/01/06	
029-B	Bismarck MSA dba Verizon Wireless	302 South 3rd Street	Lease	Completed	07/24/06	07/25/06	08/02/06		\$100,000			\$172,000	\$34,400	09/14/06	
030-B	Main Avenue Properties, LLC	122 East Main Avenue	New Construction	Completed	10/09/06	10/10/06	12/05/06	\$0	\$3,020,590	\$3,200,000	\$370,000	\$15,000	\$3,000	12/17/07	\$2,370,152
031-B	Dakota Office Building, LLC	300 North 4th Street	Purchase	Completed	02/05/07	02/13/07	02/20/07	\$1,095,900	\$250,000	\$1,400,000	\$60,000		\$5,000	01/30/08	\$407,003
032-B	American Legal Services PC	521 East Main Avenue	Lease	Completed	04/02/07	04/10/07	04/19/07					\$10,000	\$2,000	08/01/07	
033-B	Internet Design & Consulting	521 East Main Avenue	Lease	Completed	04/02/07	04/10/07	04/24/07					\$10,000	\$2,000	08/01/07	
034-B	Larson Latham Heutle LLP	521 East Main Avenue	Lease	Completed	05/14/07	05/22/07	06/08/07					\$60,000	\$12,000	07/01/07	
035-B	Retirement Consulting LLC	521 East Main Avenue	Lease	Completed	05/14/07	05/22/07	06/08/07					\$12,500	\$2,500	07/01/07	
036-B	Jason Kirchmeier & Associates	501 East Main Avenue	Lease	Completed	06/20/07	06/26/07	07/11/07					\$30,000	\$6,000	08/01/07	
037-B	Roger Koski & Associates	501 East Main Avenue	Lease	Completed	06/20/07	06/26/07	07/11/07					\$30,000	\$6,000	08/01/07	
038-B	Melvie Financial Planning	501 East Main Avenue	Lease	Completed	06/20/07	06/26/07	07/11/07					\$35,000	\$7,000	08/01/07	
039-B	Westgard Financial Services	501 East Main Avenue	Lease	Completed	06/20/07	06/26/07	07/11/07					\$30,000	\$6,000	08/01/07	
040-B	Rainmaker Gusto Ventures, LLC	116 North 5th Street	Purchase w/ Improve	Completed	09/04/07	09/11/07	10/30/07	\$166,800	\$137,500	\$300,000	\$21,000	\$5,400	\$1,080	05/21/08	\$142,050
041-B	The Rainmaker Group, Inc.	116 North 5th Street	Lease	Completed	11/14/07	12/18/07	12/27/07					\$530,000	\$106,000	06/12/08	
044-B	Rick & Theresa Keimele	413 East Broadway Avenue	Rehabilitation	Completed	11/14/07	12/18/07	01/11/08	\$184,400	\$136,836	\$263,500	\$28,000	\$28,000	\$5,600	10/01/08	\$176,955
045-B	Centennial Plaza, LLC	116 North 4th Street	Purchase	Completed	12/05/07	12/18/07	01/22/08	\$803,100	\$238,000	\$1,047,600	\$25,000	\$25,000	\$5,000	01/29/09	\$167,894
046-B	Westley's Inc.	423 East Broadway Avenue	Lease	Completed	02/21/08	03/11/08	03/19/08					\$28,000	\$5,600	07/14/08	
047-B	Depot Associates	401 East Main Avenue	Rehabilitation	Completed	04/18/08	05/13/08	05/28/08	\$372,300	\$200,000	\$600,000	\$50,000	\$5,000	\$1,000	07/01/09	\$243,344
048-B	FV Restaurant, Inc.	401/411 East Main Avenue	Lease	Completed	04/18/08	05/13/08	05/28/08					\$150,000	\$30,000	06/27/08	
049-B	T. Casey Cashman	523 North 1st Street	Rehabilitation	Completed	05/12/08	05/27/08	06/12/08	\$103,100	\$25,000	\$130,000	\$10,000	\$5,000	\$1,000	12/15/08	\$23,375
050-B	Starion Financial	333 North 4th Street	Rehabilitation	Completed	05/12/08	05/27/08	06/12/08	\$1,154,600	\$2,500,000	\$2,654,600	\$270,000	\$550,000	\$110,000	12/01/09	\$3,193,260
052-B	Mark Benesh & Associates/Prudential	521 East Main Avenue	Lease	Completed	10/08/08	10/22/08	11/04/08					\$15,000	\$3,000	04/01/09	
053-B	CIG Investments, LLP	408 East Main Avenue	Rehabilitation	Completed	03/11/09	03/24/09	04/21/09	\$80,700	\$258,720	\$420,000	\$22,030	\$20,975	\$4,195	10/21/09	\$199,620
054-B	RC Properties, LLLP	800 East Sweet Avenue	Rehab/New Const.	Completed	05/13/09	05/26/09	06/03/09	\$576,100	\$2,145,500	\$1,900,000	\$68,000	\$485,000	\$97,000	01/20/11	\$1,335,670
055-B	Blarney Stone Pub, LLC	408 East Main Avenue	Lease	Completed	06/10/09	06/23/09	07/07/09					\$30,000	\$6,000	10/01/09	
056-B	Cavalier Homes, Inc.	408 East Main Avenue	Lease	Completed	06/10/09	06/23/09	07/07/09					\$153,665	\$30,733	10/15/09	
057-B	Jim Poolman Consulting, Inc.	408 East Main Avenue	Lease	Completed	06/10/09	06/23/09	07/07/09					\$50,000	\$10,000	09/05/09	
058-B	TFRE, LLC	120/124 North 4th Street	Purchase w/ Improve	Completed	06/10/09	06/23/09	06/25/09	\$231,100	\$245,284	\$350,000	\$30,000	\$15,000	\$3,000	11/01/10	\$246,603
060-B	SRSSM Partnership	122 East Broadway Avenue	Purchase w/ Improve	Completed	10/14/09	10/27/09	11/25/09	\$437,680	\$727,000	\$843,500	\$54,080	\$843,500	\$168,700	06/17/10	\$620,109
061-B	Sheldon A. Smith, P.C.	123 East Broadway Avenue	Lease	Completed	11/12/09	11/24/09	12/03/09					\$192,500	\$38,500	06/21/10	
062-B	Randall J. Bakke, P.C.	124 East Broadway Avenue	Lease	Completed	11/12/09	11/24/09	12/03/09					\$192,500	\$38,500	06/21/10	
063-B	Scott K. Porsborg, P.C.	125 East Broadway Avenue	Lease	Completed	11/12/09	11/24/09	12/03/09					\$192,500	\$38,500	06/21/10	
064-B	Mitchell D. Armstrong, P.C.	126 East Broadway Avenue	Lease	Completed	11/12/09	11/24/09	12/03/09					\$192,500	\$38,500	06/21/10	
065-B	Suzanne M. Schweigert, P.C.	122 East Broadway Avenue	Lease	Completed	11/12/09	11/24/09	12/03/09					\$192,500	\$38,500	07/01/10	
066-B	Kranzler Kingsley Communications, LTD	501 East Main Avenue	Lease	Completed	12/09/09	12/22/09	01/10/10		\$180,000			\$17,000	\$3,400	07/16/10	\$295,896
067-B	IRET Properties, LP	715 East Broadway Avenue	Rehabilitation	Completed	12/09/09	12/22/09	01/10/10	\$1,251,000	\$1,136,650	\$1,818,000	\$125,287	\$0	\$0	09/08/10	\$837,783
068-B	J & J Smith Property Management, LLC	115 North 4th Street	Purchase w/ Improve	Completed	01/13/10	01/26/10	02/12/10	\$294,400	\$120,000	\$437,000	\$25,000	\$2,500	\$500	10/25/10	\$161,746
069-B	Jimmy John's	301 South 3rd Street	Lease	Completed	02/10/10	02/23/10	03/02/10		\$75,000			\$8,000	\$1,600	07/13/10	\$140,000
070-B	J2 Studio Architecture + Design	521 East Main Avenue	Lease	Completed	02/10/10	02/23/10	03/02/10					\$8,000	\$1,600	03/11/10	
071-B	JS Bridal, LLC	115 North 4th Street	Lease	Completed	06/09/10	06/22/10	07/02/10					\$4,000	\$800	11/01/10	
072-B	Toasted Frog West, LLC	124 North 4th Street	Lease	Completed	10/19/10	10/26/10	11/10/10					\$12,000	\$2,400	12/01/10	
073-B	A.L. Brend, DDS	207 East Front Avenue	Lease	Completed	10/13/10	10/26/10	11/10/10		\$300,000			\$55,000	\$11,000	10/24/11	
074-B	Magi-Touch Carpet & Furniture, Inc	800 East Sweet Avenue	Lease	Completed	10/19/10	10/26/10	11/10/10					\$106,000	\$21,200	02/01/11	
075-B	American Bank Center	401 North 4th Street	New Construction	Completed	10/19/10	10/26/10	11/10/10	\$125,000	\$3,200,000	\$3,500,000	\$15,500	\$15,000	\$3,000	10/15/12	\$3,046,296

**BISMARCK RENAISSANCE ZONE PROGRAM - PROJECT STATUS**

State ID	Applicant	Street Address	Project Type	Status	RZA Hearing	Commission Review	State Approval	Beginning Building Market Value	Proposed Investment	Estimated Building Value w/Investment	Estimated Property Tax Benefit	Estimated State Income Tax Benefit	Income Tax Benefit Per Year	Completion Date	Actual Investment
076-B	Spaces, Inc.	122 East Main Avenue	Lease	Completed	01/12/11	01/25/11	02/07/11		\$60,000			\$7,500	\$1,500	02/21/11	
077-B	Aimee C. Reidy	306 South 10th Street	Rehabilitation	Completed	03/09/11	03/22/11	04/17/11	\$68,200	\$20,000	\$120,000	\$5,500	\$2,500	\$500	08/24/11	\$45,433
080-B	Pine Properties, LLC	100 West Broadway Avenue	New Construction	Completed	06/08/11	06/28/11	08/10/11	\$0	\$27,000,000	\$23,500,000	\$1,869,310	\$15,000	\$3,000	02/01/15	\$23,947,483
081-B	Gulch II, LLC (fka HST, LLC)	506/510 East Main Avenue	Rehabilitation	Completed	07/12/11	07/26/11	08/10/11	\$243,500	\$3,100,000	\$3,000,000	\$238,635	\$15,439	\$3,088	01/15/14	\$3,535,146
082-B	Daymark, LLC	521 East Main Avenue	Lease	Completed	07/12/11	07/26/11	08/10/11					\$80,000	\$16,000	11/07/13	
083-B	JLB-BIS, Inc.	217 North 3rd Street	Rehabilitation	Completed	02/21/12	02/28/12	03/12/12	\$113,500	\$350,000	\$265,000	\$20,750	\$75,000	\$15,000	11/15/12	
084-B	Broadway Centre, LLC	100 West Broadway Avenue	Lease	Completed	02/21/12	02/28/12	03/12/12					\$10,000	\$2,000	07/31/14	
085-B	Pine Properties, LLC	100 West Broadway Avenue	Lease	Completed	02/21/12	03/27/12	05/14/12					\$0	\$0	07/31/14	
086-B	Pine Investment Compay, LLC	100 West Broadway Avenue	Lease	Completed	02/21/12	03/27/12	05/14/12					\$351,020	\$70,204	07/31/14	
087-B	Pine Enterprises, LLC	100 West Broadway Avenue	Lease	Completed	02/21/12	03/27/12	05/14/12					\$0	\$0	07/31/14	
088-B	Pine Petroleum, Inc.	100 West Broadway Avenue	Lease	Completed	02/21/12	03/27/12	05/14/12					\$509,880	\$101,976	07/31/14	
089-B	Pine Oil Company	100 West Broadway Avenue	Lease	Completed	02/21/12	03/27/12	05/14/12					\$16,485	\$3,297	07/31/14	
090-B	Kenneth Clark and Dave Clark	106 East Thayer Avenue	Rehabilitation	Completed	07/17/12	07/24/12	07/26/12	\$117,800	\$89,000	\$197,000	\$24,430	\$600	\$120	02/07/13	\$95,402
091-B	Bread Poets Baking Company, LLC	106 East Thayer Avenue	Lease	Completed	07/17/12	07/24/12	07/26/12					\$12,400	\$2,480	02/07/13	
092-B	Obermiller Nelson Engineering	116 North 5th Street	Lease	Completed	08/21/12	08/28/12	08/29/12					\$10,000	\$2,000	09/01/12	
094-B	Redland, LLC	401 East Broadway Avenue	Rehabilitation	Approved	11/20/12	11/27/12	12/21/12	\$96,300	\$1,400,000	\$1,200,000	\$110,940	\$45,000	\$9,000		Pending
095-B	Hump Back Solly's, LLC	510 East Main Avenue	Lease	Completed	11/20/12	11/27/12	01/09/13					\$45,000	\$9,000	01/01/15	
096-B	Faass Lavida, LLC	510 East Main Avenue	Lease	Completed	01/15/13	01/22/13	02/21/13					\$96,000	\$19,200	09/01/13	
097-B	J&G, Inc dba Red Wing Shoes	529 East Broadway Avenue	Lease	Completed	06/18/13	06/25/13	06/27/13					\$40,000	\$8,000	10/01/13	\$73,514
098-B	Skjonsby Unlimited, Inc.	222 West Broadway Avenue	Rehabilitation	Completed	06/18/13	06/25/13	06/27/13	\$41,300	\$72,421	\$90,000	\$5,500	\$2,940	\$588	12/20/13	\$93,607
099-B	Arikota, LP	306 South 1st Street	New Construction	Approved	06/18/13	06/25/13	09/18/13	\$0	\$3,000,000	\$2,000,000	\$100,000	\$40,000	\$8,000		Pending
100-B	Langan Engineering & Environmental	401 East Broadway Avenue	Lease	Completed	08/20/13	08/27/13	01/14/14		\$55,000			\$45,000	\$9,000	05/16/14	
101-B	Kadlec Enterprises, LLC	307 North 3rd Street	Rehabilitation	Completed	09/17/13	09/24/13	09/25/13	\$212,400	\$490,051	\$550,000	\$30,000	\$40,000	\$8,000	06/14/14	\$412,637
102-B	Fireflour, LLC	111 North 5th Street	Lease	Completed	09/17/13	09/24/13	09/25/13		\$28,500			\$20,000	\$4,000	10/23/13	\$35,814
103-B	Norma Apartments, LLP	215 North 5th Street	Rehabilitation	Completed	10/15/13	10/22/13	11/15/13	\$418,700	\$704,226	\$450,000	\$34,740	\$18,900	\$3,780	10/22/14	\$859,156
104-B	CC's Physical Therapy, LLC	100 West Broadway Avenue	Lease	Completed	03/18/14	03/26/14	04/02/14		\$300,000			\$10,000	\$2,000	12/10/14	
105-B	Pure Skin, LLC	100 West Broadway Avenue	Lease	Completed	04/15/14	04/22/14	05/29/14		\$248,000			\$15,000	\$3,000	12/12/14	
106-B	Broadway Centre Salon & Spa, Inc.	100 West Broadway Avenue	Lease	Completed	04/15/14	04/22/14	05/29/14		\$558,403			\$20,000	\$4,000	12/04/14	
107-B	Lucky Ducks ND, LLC	307 North 3rd Street	Lease	Completed	05/20/14	05/27/14	05/28/14					\$40,000	\$8,000	06/15/14	
108-B	George Yineman/Bismarck Realty Co.	113 South 5th Street	Lease	Completed	10/22/14	10/28/14	11/06/14		\$17,100			\$5,000	\$1,000	01/01/15	\$20,365
109-B	William F. Cleary	100 West Broadway Avenue, Suite 308	Primary Residential	Completed	11/18/14	11/25/14	12/15/14				\$25,000	\$25,000	\$5,000	12/17/14	
110-B	Gulch Holdings II, LLC	514 East Main Avenue	Purchase w/ Improve	Completed	01/20/15	01/27/15	03/08/15	\$190,300	\$246,035	\$400,000	\$25,000	\$0	\$0	08/22/14	\$258,513
111-B	Juniper, LLC	315 East Broadway Avenue	Lease	Completed	02/17/15	02/24/15	03/27/15					\$25,000	\$5,000	09/24/15	
112-B	Terra Nomad, LLC	514 East Main Avenue	Lease	Completed	03/17/15	03/24/15	04/20/15		\$28,000			\$11,000	\$2,200	06/30/15	
113-B	Leon 'Curly' Schach	100 West Broadway Avenue, Suite 311	Primary Residential	Completed	04/30/15	05/12/15	06/03/15				\$25,000	\$10,000	\$2,000	06/10/15	
114-B	The Barber's Wife, LLC	116 North 5th Street	Lease	Completed	04/30/15	05/12/15	07/20/15		\$25,000			\$5,000	\$1,000	07/23/15	
115-B	Rick and Lori Lee	100 West Broadway Avenue, Suite 318	Primary Residential	Completed	05/19/15	05/26/15	06/30/15					\$24,000	\$30,000	07/01/15	
116-B	Kevin D. Reisenauer	100 West Broadway Avenue, Suite 309	Primary Residential	Completed	04/30/15	05/12/15	08/11/15					\$25,000	\$5,000	08/11/15	
117-B	100 West Main, LP	100 West Main Avenue	New Construction	Approved	09/15/15	09/22/15	11/23/15	\$20,000	\$5,206,732	\$3,000,000	\$160,000	\$0	\$0		Pending
118-B	Glasser Images, LLC	510 East Main Avenue	Lease	Completed	11/17/15	11/24/15	04/25/16		\$140,000			\$5,000	\$1,000	04/25/16	
119-B	River Road Partners, LLC	212 East Main Avenue	Purchase w/ Improve	Approved	12/15/15	12/22/15	02/11/16	\$130,200	\$100,000	\$360,000	\$20,800	\$5,000	\$1,000		Pending
120-B	The Starving Rooster, LLC	512 East Main Avenue	Lease	Completed	06/21/16	06/28/16	07/20/16		\$600,000			\$25,000	\$5,000	03/31/17	
121-B	Steven and Carl Hall	100 West Broadway Avenue, Suite 310	Primary Residential	Completed	10/18/16	10/25/16	11/16/16				\$25,000	\$5,000	\$1,000	11/16/16	
122-B	NoodleZip	208 East Main Avenue	Lease	Completed	02/09/17	02/28/17	03/17/17		\$62,000			\$15,000	\$3,000	07/21/17	
123-B	Mark Ruhland	101 West Broadway Avenue, Suite 302	Primary Residential	Completed	06/08/17	06/27/17	08/01/17				\$25,000	\$5,000	\$1,000		
124-B	701 Roots LLC	201 West Main Avenue	Rehabilitation	Approved	07/13/17	07/25/17	08/02/17	\$827,600	\$600,000	\$1,427,600	\$48,345	\$0	\$0		Pending
125-B	Active Life Chiropractic, PC	201 West Main Avenue	Lease	Approved	07/13/17	07/25/17	08/02/17					\$64,985	\$12,997		
126-B	Herman Eggers Revocable Living Trust	122 North Mandan Street	Rehabilitation	Approved	08/10/17	08/22/17	08/28/17	\$349,400	\$590,000	\$1,000,000	\$35,000	\$0	\$0		Pending
127-B	Proximal 50	122 North Mandan Street	Lease	Approved	08/10/17	08/22/17	08/28/17						\$0		Pending
128-B	Traci and Bruce Maragos	100 West Broadway Avenue, Suite 306	Primary Residential	Completed	04/13/17	04/25/17	09/19/17				\$25,000	\$5,000	\$1,000	09/19/17	
129-B	Lester and Patricia Neff	102 West Broadway Avenue, Suite 320	Primary Residential	Completed	06/08/17	06/27/17	09/26/17				\$25,000	\$5,000	\$1,000	09/26/17	
130-B	Butterhorn Restaurant	210 East Main Avenue	Lease	Approved	09/14/17	09/26/17	10/03/17		\$860,000			\$21,600	\$4,320		
131-B	Advanced Skin Support, LLC	401 East Broadway Avenue	Lease	Approved	09/14/17	09/26/17	10/18/17		\$300,000			\$21,600	\$4,320		
132-B	Rolf Eggers	112 North 4th Street	Purchase w/ Improve	Approved	10/12/17	10/24/17	01/17/82	\$220,400	\$127,700	\$350,000	\$20,000	\$0	\$0		Pending
133-B	Boutique 23	201 West Main Avenue	Lease	Approved	10/12/17	10/24/17	10/30/17		\$50,000			\$40,000	\$8,000		
Pending	Schueft Development, LLC	420 East Main Avenue	Purchase w/ Improve	In Review	11/09/17			\$5,509,100	\$7,182,725	\$7,275,000	\$250,000	\$20,000	\$4,000		Pending
Pending	The Barbers Wife, LLC	401 East Broadway Avenue	Lease	In Review	11/09/17							\$0	\$0		
								<b>\$21,960,680</b>	<b>\$78,394,652</b>	<b>\$77,682,000</b>	<b>\$6,053,233</b>	<b>\$8,283,098</b>			
															<b>\$52,536,392</b>